

December, 2021

Date: 14/01/2022

Nelson Town Council

Page 1

Time: 15:20

Bank Reconciliation Statement as at 31/12/2021  
for Cashbook 1 - Current Bank Account

User: NH

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
LLoyds Bank	30/12/2021	110	1,156,142.73
			<u>1,156,142.73</u>
<b>Unpresented Cheques (Minus)</b>			<b>Amount</b>
16/11/2021 2360	Max Bretherton	50.00	
02/12/2021 2375	North West Event Medical Solut	345.00	
02/12/2021 2377	Kevin Webb	17.42	
30/12/2021 DD	Vodaphone	83.99	
30/12/2021 DD	Business Waste Ltd	-168.88	
31/12/2021 DD	Business Waste Ltd	168.88	
			<u>496.41</u>
			1,155,646.32
<b>Receipts not Banked/Cleared (Plus)</b>			
01/12/2021 BACS		1,200.00	
			<u>1,200.00</u>
			1,156,846.32
		<b>Balance per Cash Book is :-</b>	<b>1,156,846.32</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Receipts for Month 9

## 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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
<b>Balance Brought Fwd :</b>		<b>1,163,829.09</b>					<b>1,163,829.09</b>	
BACS	Banked: 01/12/2021	1,200.00						
BACS	University Central Lancashire	1,200.00		200.00	4115	160	1,000.00	Part refund incomplete project
DEP	Banked: 10/12/2021	950.00						
DEP	Nelson Town Council	950.00			1211	160	910.00	Room Hire Fees
					1213	160	40.00	Music System Hire Fees
FP	Banked: 20/12/2021	183.33						
FP	ITHAAD	183.33			1214	160	183.33	Office Rent
<b>Total Receipts for Month</b>		<b>2,333.33</b>	<b>0.00</b>	<b>200.00</b>			<b>2,133.33</b>	
<b>Cashbook Totals</b>		<b>1,166,162.42</b>	<b>0.00</b>	<b>200.00</b>			<b>1,165,962.42</b>	

## Payments for Month 9

## Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/12/2021	Santa's Village Entertainment	2372	1,170.00		195.00	4330	140	975.00	Giant Snow Globe Hire
01/12/2021	Rialtas Business Solutions Ltd	2373	70.80		11.80	4140	110	59.00	MTD for VAT Annual Support Fee
01/12/2021	Blackburn with Darwen Borough	2374	4,773.50			4020	110	1,801.14	Payroll - Nov 2021 Salary
						4439	160	771.91	Payroll - Nov 2021 Salary
						4025	110	64.08	Payroll - Nov 2021 Salary
						4115	160	1,279.32	Payroll - Nov 2021 Salary
						4020	110	652.73	Payroll - Nov 2021 Tax&NI
						4439	160	14.15	Payroll - Nov 2021 Tax&NI
						4025	110	16.00	Payroll - Nov 2021 Tax&NI
						4115	160	174.17	Payroll - Nov 2021 Tax&NI
01/12/2021	Asset Monitoring Solutions	DD	9.00		1.50	4680	190	7.50	FM Lite Monthly Hosting
02/12/2021	North West Event Medical Solut	2375	345.00			4330	140	345.00	First Aiders - Christmas Event
02/12/2021	Option Hygiene Ltd	2376	213.60		35.60	4441	160	178.00	Cleaning Supplies for UWC
02/12/2021	Kevin Webb	2377	17.42			4115	160	17.42	Expenses Claim - Postages
03/12/2021	Sigita Simkuviene T/A NiteSec	2378	336.00			4330	140	336.00	SIA Security - Christmas Event
08/12/2021	E.on Energy	2379	87.24		4.15	4390	150	83.09	CCTV Camera Electricity
08/12/2021	Gary Webb	2380	32.10			4115	160	32.10	Selina Cooper Expenses
13/12/2021	Vodafone	DD	23.86		3.98	4150	110	19.88	Office Phone and Broadband
13/12/2021	Daisy Communications	DD	46.24		7.71	4100	160	38.53	UWC Phone and Broadband
14/12/2021	Gary Webb	2381	525.00			4115	160	525.00	Selina Cooper Project Expenses
15/12/2021	Business Card	BUSCARD	14.39			4690	190	14.39	Zoom Subscription
15/12/2021	Business Waste Ltd	DD	168.88		28.16	4101	160	140.72	Waste Collections - Jan 202
17/12/2021	Lancashire County Council	DD	849.68			4020	110	445.38	Pension Contributions-Nov 2021
						4439	160	145.10	Pension Contributions-Nov 2021
						4115	160	259.20	Pension Contributions-Nov 2021
21/12/2021	TotalEnergies Gas & Power	DD	320.15		53.36	4100	160	266.79	UWC Electricity
29/12/2021	Peninsula Business Services	DD	229.25		36.42	4680	190	182.10	Professional HR Service
						4680	190	9.58	Insurance
						4680	190	1.15	Insurance Premium Tax (IPT)
30/12/2021	Vodafone	DD	83.99		12.33	4150	110	23.21	Mobile Phone Charges - Office
						4100	160	38.45	Mobile Phone Charges-Caretaker
						4100	160	10.00	Insurance
30/12/2021	Business Waste Ltd	DD	-168.88		-28.16	4101	160	-140.72	Credit for Duplicate Paymen
31/12/2021	Business Waste Ltd	DD	168.88		28.16	4101	160	140.72	Waste Collections - Jan 202
<b>Total Payments for Month</b>			9,316.10	0.00	390.01			8,926.09	
<b>Balance Carried Fwd</b>			1,156,846.32						
<b>Cashbook Totals</b>			1,166,162.42	0.00	390.01			1,165,772.41	

## Detailed Income &amp; Expenditure by Budget Heading 31/12/2021

Month No: 9

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income</b>								
1076 Precept	0	690,945	690,945	0			100.0%	
<b>Income :- Income</b>	<b>0</b>	<b>690,945</b>	<b>690,945</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>690,945</b>	<b>690,945</b>	<b>0</b>				
<b>110 Administration</b>								
4000 Clerk Salary Tax + NI	0	63	28,700	28,637		28,637	0.2%	
4010 Employer Pension	0	0	2,640	2,640		2,640	0.0%	
4020 Assistant Clerk Salary Tax+ NI	2,899	20,229	19,620	(609)		(609)	103.1%	
4021 RFO Salary Tax + NI	0	0	5,000	5,000		5,000	0.0%	
4025 Casual admin staff	80	320	0	(320)		(320)	0.0%	
4100 Utilities - Unity Centre	0	0	10,000	10,000		10,000	0.0%	
4110 Postage	0	27	250	223		223	10.7%	
4120 Stationery/Office Administrati	0	41	1,000	959		959	4.1%	
4121 Miscellenous	0	32	500	468		468	6.4%	
4125 Website & Email Hosting Accs	0	470	1,000	530		530	47.0%	
4130 Room Hire	0	0	350	350		350	0.0%	
4140 Computer Equipment & Software	59	866	1,000	134		134	86.6%	
4142 Office Furniture	0	0	1,000	1,000		1,000	0.0%	
4150 Telephone, Mobile & Broadband	43	404	650	246		246	62.2%	
4160 Clerk Expenses	0	0	100	100		100	0.0%	
4921 Election Costs	0	0	5,000	5,000		5,000	0.0%	
<b>Administration :- Indirect Expenditure</b>	<b>3,081</b>	<b>22,452</b>	<b>76,810</b>	<b>54,358</b>	<b>0</b>	<b>54,358</b>	<b>29.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,081)</b>	<b>(22,452)</b>	<b>(76,810)</b>	<b>(54,358)</b>				
<b>120 Allotments</b>								
1240 Allotment Rents & Water income	0	(1,905)	10,929	12,834			(17.4%)	
<b>Allotments :- Income</b>	<b>0</b>	<b>(1,905)</b>	<b>10,929</b>	<b>12,834</b>			<b>(17.4%)</b>	<b>0</b>
4200 Allotments Maintenance	0	2,113	10,929	8,816		8,816	19.3%	
<b>Allotments :- Indirect Expenditure</b>	<b>0</b>	<b>2,113</b>	<b>10,929</b>	<b>8,816</b>	<b>0</b>	<b>8,816</b>	<b>19.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(4,018)</b>	<b>0</b>	<b>4,018</b>				
<b>130 Ward Initiative &amp; Small Grants</b>								
4210 WIF Bradley	0	0	1,000	1,000		1,000	0.0%	
4215 WIF Clover Hill	0	0	1,000	1,000		1,000	0.0%	
4220 WIF Marsden	0	0	1,000	1,000		1,000	0.0%	
4225 WIF Southfield	0	0	1,000	1,000		1,000	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/12/2021

Month No: 9

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4230 WIF Walverden	0	0	1,000	1,000		1,000	0.0%	
4235 WIF Whitefield	0	1,000	1,000	0		0	100.0%	
4240 Small Grants Awarded	0	0	10,000	10,000		10,000	0.0%	
Ward Initiative & Small Grants :- Indirect Expenditure	<b>0</b>	<b>1,000</b>	<b>16,000</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>	<b>6.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(1,000)</b>	<b>(16,000)</b>	<b>(15,000)</b>				
<b>140 Events</b>								
1150 Events income	0	1,500	0	(1,500)			0.0%	
Events :- Income	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>(1,500)</b>				<b>0</b>
4330 Town Centre Christmas Lights	1,656	37,323	40,000	2,677		2,677	93.3%	
4340 Community Cohesion	0	0	5,000	5,000		5,000	0.0%	
4350 Events General	0	21,402	20,000	(1,402)		(1,402)	107.0%	
4710 Uniform	0	0	1,000	1,000		1,000	0.0%	
Events :- Indirect Expenditure	<b>1,656</b>	<b>58,725</b>	<b>66,000</b>	<b>7,275</b>	<b>0</b>	<b>7,275</b>	<b>89.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,656)</b>	<b>(57,225)</b>	<b>(66,000)</b>	<b>(8,775)</b>				
<b>150 Transferred Services</b>								
4380 MUGAs-Maintenance & Inspection	0	3,240	21,000	17,760		17,760	15.4%	
4390 CCTV Monitoring	83	24,400	25,000	600		600	97.6%	
4400 Parks	0	0	93,000	93,000		93,000	0.0%	
4410 Roadside Seats-Maint+Inspectio	0	0	3,000	3,000		3,000	0.0%	
4411 Roadside seats-Renewals	0	0	1,000	1,000		1,000	0.0%	
Transferred Services :- Indirect Expenditure	<b>83</b>	<b>27,640</b>	<b>143,000</b>	<b>115,360</b>	<b>0</b>	<b>115,360</b>	<b>19.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(83)</b>	<b>(27,640)</b>	<b>(143,000)</b>	<b>(115,360)</b>				
<b>160 Unity Hall</b>								
1210 Unity Hall Income (do not use)	0	0	3,750	3,750			0.0%	
1211 Unity Hall Room/Cafe Hire	910	2,520	4,500	1,980			56.0%	
1213 Music System Hire	40	160	150	(10)			106.7%	
1214 Office Tenancy Income	183	1,650	0	(1,650)			0.0%	
1216 Heritage Lottery Grant	0	19,140	0	(19,140)			0.0%	
Unity Hall :- Income	<b>1,133</b>	<b>23,470</b>	<b>8,400</b>	<b>(15,070)</b>			<b>279.4%</b>	<b>0</b>
4100 Utilities - Unity Centre	354	2,054	0	(2,054)		(2,054)	0.0%	
4101 Trade Waste&Sanitary/Nappy dis	141	1,770	1,400	(370)		(370)	126.5%	
4105 Hard Wire Test + Elec Call Out	0	0	500	500		500	0.0%	
4106 Building Compliance Costs	0	920	1,000	80		80	92.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/12/2021

Month No: 9

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4107 Lift Maintenance + Costs	0	2,557	500	(2,057)		(2,057)	511.4%	
4108 Boiler maintenance + Gas Safet	0	0	1,000	1,000		1,000	0.0%	
4109 Music License	0	(140)	2,000	2,140		2,140	(7.0%)	
4115 Heritage Lottery Funding	1,287	12,092	23,800	11,708		11,708	50.8%	
4430 Renovation/Proj/Match Funding	0	0	15,000	15,000		15,000	0.0%	
4431 Repairs & Renewals	0	0	1,500	1,500		1,500	0.0%	
4439 Caretakers Salary Tax + NI	931	7,594	12,500	4,906		4,906	60.8%	
4440 Caretaking/Managmnt-Contractor	0	0	1,500	1,500		1,500	0.0%	
4441 Cleaning Supplies & Equipment	178	990	1,500	511		511	66.0%	
4445 Equipment/Furniture Costs-UWB	0	0	1,000	1,000		1,000	0.0%	
4450 CCTV & Burgler Alarm System	0	0	500	500		500	0.0%	
4453 Professional Fees - UWB Centre	0	0	1,000	1,000		1,000	0.0%	
4455 Miscellenous - UWB Centre	0	216	1,500	1,284		1,284	14.4%	
<b>Unity Hall :- Indirect Expenditure</b>	<b>2,891</b>	<b>28,053</b>	<b>66,200</b>	<b>38,147</b>	<b>0</b>	<b>38,147</b>	<b>42.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,758)</b>	<b>(4,583)</b>	<b>(57,800)</b>	<b>(53,217)</b>				
<b>170 Projects</b>								
4500 Special Projects/ Other	0	13,766	70,020	56,255		56,255	19.7%	
4510 Highways Projects	0	53,277	172,000	118,723	27,000	91,723	46.7%	
4511 Dropped Kerb Grants	0	2,434	10,000	7,566		7,566	24.3%	
4520 Hanging Baskets	0	6,005	10,000	3,995		3,995	60.0%	
<b>Projects :- Indirect Expenditure</b>	<b>0</b>	<b>75,482</b>	<b>262,020</b>	<b>186,538</b>	<b>27,000</b>	<b>159,538</b>	<b>39.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(75,482)</b>	<b>(262,020)</b>	<b>(186,538)</b>				
<b>180 Handyman Scheme</b>								
4600 Handyman Labour	0	210	7,000	6,790		6,790	3.0%	
4610 Handyman Materials	0	298	1,500	1,202		1,202	19.9%	
4620 Handyman Equipment	0	24	1,500	1,476		1,476	1.6%	
4621 Quad Bike Maint/Repairs	0	195	0	(195)		(195)	0.0%	
<b>Handyman Scheme :- Indirect Expenditure</b>	<b>0</b>	<b>727</b>	<b>10,000</b>	<b>9,273</b>	<b>0</b>	<b>9,273</b>	<b>7.3%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(727)</b>	<b>(10,000)</b>	<b>(9,273)</b>				
<b>190 Professional Fees</b>								
4650 Insurance	0	2,298	2,500	202		202	91.9%	
4660 Audit (Internal & External)	0	(1,300)	1,500	2,800		2,800	(86.7%)	
4665 Accountancy Fees	0	0	500	500		500	0.0%	
4670 Legal Fees	0	3,000	17,500	14,500		14,500	17.1%	
4680 HR & H&S Support Services	200	2,705	13,500	10,795		10,795	20.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/12/2021

Month No: 9

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4690 Subscriptions	14	2,493	225	(2,268)		(2,268)	1108.0%	
4695 Payroll Service	0	0	1,500	1,500		1,500	0.0%	
Professional Fees :- Indirect Expenditure	<u>215</u>	<u>9,196</u>	<u>37,225</u>	<u>28,029</u>	<u>0</u>	<u>28,029</u>	<u>24.7%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>(215)</b>	<b>(9,196)</b>	<b>(37,225)</b>	<b>(28,029)</b>				
<u>210 Training &amp; Travel Costs</u>								
4750 Training Expenses inc travel	0	0	1,750	1,750		1,750	0.0%	
4760 Travel Costs (outside parish)	0	0	250	250		250	0.0%	
Training & Travel Costs :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>2,000</u>	<u>2,000</u>	<u>0</u>	<u>2,000</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(2,000)</b>	<b>(2,000)</b>				
<u>220 Environment Committee</u>								
4800 Environmental Projects	0	0	2,400	2,400		2,400	0.0%	
Environment Committee :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>2,400</u>	<u>2,400</u>	<u>0</u>	<u>2,400</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(2,400)</b>	<b>(2,400)</b>				
<u>230 Promotional &amp; Marketing</u>								
4530 Annual Newsletter	0	0	2,500	2,500		2,500	0.0%	
4540 Publicity & Marketing	0	0	5,000	5,000		5,000	0.0%	
Promotional & Marketing :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>7,500</u>	<u>7,500</u>	<u>0</u>	<u>7,500</u>	<u>0.0%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(7,500)</b>	<b>(7,500)</b>				
<u>250 Revive Cafe - UWB Centre</u>								
1200 Cafe & Catering Income	0	0	6,750	6,750			0.0%	
Revive Cafe - UWB Centre :- Income	<u>0</u>	<u>0</u>	<u>6,750</u>	<u>6,750</u>			<u>0.0%</u>	<u>0</u>
4030 Cater Co-ordtr Salary Tax + NI	0	4,388	20,000	15,612		15,612	21.9%	
4031 Catering Assit-Salary Tax + NI	0	0	7,740	7,740		7,740	0.0%	
4032 Casual work (catering)	0	0	500	500		500	0.0%	
4035 Volunteer Expenses	0	0	200	200		200	0.0%	
4460 Cafe & Catering Supplies	0	0	11,300	11,300		11,300	0.0%	
4470 Catering Equipment Repairs&Ren	0	0	1,000	1,000		1,000	0.0%	
Revive Cafe - UWB Centre :- Indirect Expenditure	<u>0</u>	<u>4,388</u>	<u>40,740</u>	<u>36,352</u>	<u>0</u>	<u>36,352</u>	<u>10.8%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(4,388)</b>	<b>(33,990)</b>	<b>(29,602)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/12/2021

Month No: 9

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,133	714,010	717,024	3,014			99.6%	
Expenditure	7,926	229,777	740,824	511,047	27,000	484,047	34.7%	
<b>Net Income over Expenditure</b>	<b>(6,793)</b>	<b>484,233</b>	<b>(23,800)</b>	<b>(508,033)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>(6,793)</b>	<b>484,233</b>						