

May, 2024

Date: 14/06/2024

Nelson Town Council

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Time: 18:35

Bank Reconciliation Statement as at 31/05/2024
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	30/05/2024		1,235,320.70
			<u>1,235,320.70</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
24/04/2024 2950	Maxigene Enviromental Services		108.00
25/04/2024 2952	Marsden Heights		1,000.00
30/04/2024 2956	Blackburn Skips Ltd		250.00
16/05/2024 2960	Borough of Pendle (PBC)		4,500.00
17/05/2024 2961	Rialtas Business Solutions Ltd		990.00
22/05/2024 2962	Nick Harbour		40.98
28/05/2024 2963	Holland House Nurseries Ltd		3,444.00
28/05/2024 2964	Sheridan Skips Ltd		240.00
			<u>10,572.98</u>
			1,224,747.72
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,224,747.72
		Balance per Cash Book is :-	1,224,747.72
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		1,023,113.63					1,023,113.63	
BGC	Banked: 01/05/2024	2.28						
BGC	HM Revenue & Customs	2.28			105		2.28	VAT Repayment
BACS	Banked: 02/05/2024	182,486.25						
BACS	Borough of Pendle	182,486.25			1076	100	182,486.25	Precept 2024/25 Quarter 1
BGC	Banked: 21/05/2024	31,893.90						
BGC	HM Revenue & Customs	31,893.90			105		31,893.90	Q4 2023/24 VAT Repayment
FPI	Banked: 23/05/2024	275.00						
FPI	R Hartley	275.00			1240	120	275.00	Manor Street Allotment
Total Receipts for Month		214,657.43	0.00	0.00			214,657.43	
Cashbook Totals		1,237,771.06	0.00	0.00			1,237,771.06	

Payments for Month 2

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
02/05/2024	Option Hygiene Ltd	2957	253.78		42.30	4520	170	211.48	Weedspray and Knapsack
02/05/2024	Remote Asset Management Ltd	DD	9.00		1.50	4680	190	7.50	Lease of Tracking Unit
07/05/2024	npower Business Solutions	2958	168.32		8.02	4330	140	160.30	Christmas Lights Electricity
13/05/2024	Vodafone	DD	30.35		5.06	4150	110	25.29	Office Phone and Broadband
13/05/2024	Daisy Communications	DD	75.53		12.59	4100	160	62.94	UWC Phone and Broadband
13/05/2024	B&B Property Maintenance Ltd	2959	670.00			4431	160	670.00	Repair Works at UWC Downspout
15/05/2024	Business Card	BUSCARD	15.59		2.60	4690	190	12.99	Zoom Subscription
15/05/2024	Business Waste Ltd	DD	223.28		37.20	4101	160	186.08	Waste Collections - June 2024
16/05/2024	Borough of Pendle (PBC)	2960	4,500.00		750.00	4330	140	3,750.00	TownCentre LightingMaintenance
17/05/2024	Rialtas Business Solutions Ltd	2961	990.00		165.00	4665	190	825.00	Year End Closedown 2023/24
17/05/2024	Lancashire County Council	DD	1,211.15			4020	110	854.79	Pension Contributions - Apr 24
						4439	160	273.03	Pension Contributions - Apr 24
						4010	110	83.33	Pension Contributions - Apr 24
21/05/2024	TotalEnergies Gas & Power	DD	196.67		9.37	4100	160	187.30	UWC Electricity
22/05/2024	Nick Harbour	2962	40.98		6.83	4520	170	28.32	Fence Panel Varnish & Gloves
						4455	160	5.83	2 x Keys for UWC
24/05/2024	Business Waste Ltd	DD	55.82		9.30	4101	160	46.52	Excess Waste Collection 08/05
27/05/2024	Peninsula Business Services	DD	245.30		38.97	4680	190	194.84	Professional HR Service
						4680	190	10.26	Insurance
						4680	190	1.23	Insurance Premium Tax (IPT)
28/05/2024	Holland House Nurseries Ltd	2963	3,444.00		574.00	4520	170	2,870.00	164 x Plantopia Baskets
28/05/2024	Sheridan Skips Ltd	2964	240.00			4200	120	240.00	Brunswick St Allotments Skip
29/05/2024	E.on Next	DD	89.83		4.28	4380	150	85.55	Games Area Electricity
29/05/2024	E.on Next	DD	451.37		21.49	4380	150	429.88	Kickabout Area Electricity
30/05/2024	Vodafone	DD	112.37		18.73	4150	110	25.86	Mobile Phone Charges - Office
						4100	160	67.78	Mobile Phone Charges- Caretaker
Total Payments for Month			13,023.34	0.00	1,707.24			11,316.10	
Balance Carried Fwd			1,224,747.72						
Cashbook Totals			1,237,771.06	0.00	1,707.24			1,236,063.82	

Detailed Income & Expenditure by Budget Heading 31/05/2024

Month No: 2

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1076 Precept	182,486	729,945	547,459			25.0%	
Income :- Income	<u>182,486</u>	<u>729,945</u>	<u>547,459</u>			<u>25.0%</u>	<u>0</u>
Net Income	<u>182,486</u>	<u>729,945</u>	<u>547,459</u>				
110 Administration							
4000 Clerk Salary Tax + NI	0	38,000	38,000		38,000	0.0%	
4010 Employer Pension	83	2,690	2,607		2,607	3.1%	
4020 Assistant Clerk Salary Tax+ NI	4,014	29,000	24,986		24,986	13.8%	
4025 Casual admin staff	43	0	(43)		(43)	0.0%	
4110 Postage	0	250	250		250	0.0%	
4120 Stationery/Office Administrati	0	1,000	1,000		1,000	0.0%	
4121 Miscellaneous	0	500	500		500	0.0%	
4125 Website & Email Hosting Accs	1,308	2,500	1,192		1,192	52.3%	
4130 Room Hire	0	600	600		600	0.0%	
4140 Computer Equipment & Software	1,162	1,000	(162)		(162)	116.2%	
4142 Office Furniture	0	1,000	1,000		1,000	0.0%	
4150 Telephone, Mobile & Broadband	101	650	549		549	15.5%	
4160 Clerk Expenses	0	100	100		100	0.0%	
4921 Election Costs	0	5,000	5,000		5,000	0.0%	
Administration :- Indirect Expenditure	<u>6,711</u>	<u>82,290</u>	<u>75,579</u>	<u>0</u>	<u>75,579</u>	<u>8.2%</u>	<u>0</u>
Net Expenditure	<u>(6,711)</u>	<u>(82,290)</u>	<u>(75,579)</u>				
120 Allotments							
1240 Allotment Rents & Water income	1,422	10,929	9,507			13.0%	
Allotments :- Income	<u>1,422</u>	<u>10,929</u>	<u>9,507</u>			<u>13.0%</u>	<u>0</u>
4200 Allotments Maintenance	448	10,929	10,481		10,481	4.1%	
Allotments :- Indirect Expenditure	<u>448</u>	<u>10,929</u>	<u>10,481</u>	<u>0</u>	<u>10,481</u>	<u>4.1%</u>	<u>0</u>
Net Income over Expenditure	<u>974</u>	<u>0</u>	<u>(974)</u>				
130 Ward Initiative & Small Grants							
4210 WIF Bradley	0	1,000	1,000		1,000	0.0%	
4215 WIF Clover Hill	0	1,000	1,000		1,000	0.0%	
4220 WIF Marsden	1,000	1,000	0		0	100.0%	
4225 WIF Southfield	0	1,000	1,000		1,000	0.0%	
4230 WIF Walverden	0	1,000	1,000		1,000	0.0%	
4235 WIF Whitefield	0	1,000	1,000		1,000	0.0%	

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4240 Small Grants Awarded	4,000	10,000	6,000		6,000	40.0%	
Ward Initiative & Small Grants :- Indirect Expenditure	<u>5,000</u>	<u>16,000</u>	<u>11,000</u>	<u>0</u>	<u>11,000</u>	<u>31.2%</u>	<u>0</u>
Net Expenditure	<u>(5,000)</u>	<u>(16,000)</u>	<u>(11,000)</u>				
140 Events							
4290 Summer Event Football Marathon	0	5,000	5,000		5,000	0.0%	
4300 Food Festival	0	5,000	5,000		5,000	0.0%	
4310 Lancashir Day & Xmas Switch On	0	17,000	17,000		17,000	0.0%	
4330 Town Centre Christmas Lights	3,910	35,000	31,090		31,090	11.2%	
4340 Community Cohesion	4,000	5,000	1,000		1,000	80.0%	
4350 Events General	0	12,000	12,000		12,000	0.0%	
4710 Uniform	0	1,000	1,000		1,000	0.0%	
Events :- Indirect Expenditure	<u>7,910</u>	<u>80,000</u>	<u>72,090</u>	<u>0</u>	<u>72,090</u>	<u>9.9%</u>	<u>0</u>
Net Expenditure	<u>(7,910)</u>	<u>(80,000)</u>	<u>(72,090)</u>				
150 Transferred Services							
4380 MUGAs-Maintenance & Inspection	515	25,000	24,485		24,485	2.1%	
4381 MUGA/Play Area-Imprvm/renewals	0	100,000	100,000		100,000	0.0%	
4390 CCTV Monitoring	0	31,500	31,500		31,500	0.0%	
4400 Parks	0	170,500	170,500		170,500	0.0%	
4410 Roadside Seats-Maint+Inspectio	0	5,000	5,000		5,000	0.0%	
4411 Roadside seats-Renewals	0	2,000	2,000		2,000	0.0%	
Transferred Services :- Indirect Expenditure	<u>515</u>	<u>334,000</u>	<u>333,485</u>	<u>0</u>	<u>333,485</u>	<u>0.2%</u>	<u>0</u>
Net Expenditure	<u>(515)</u>	<u>(334,000)</u>	<u>(333,485)</u>				
160 Unity Hall							
1211 Unity Hall Room/Cafe Hire	0	7,500	7,500			0.0%	
1213 Music System Hire	0	300	300			0.0%	
Unity Hall :- Income	<u>0</u>	<u>7,800</u>	<u>7,800</u>			<u>0.0%</u>	<u>0</u>
4100 Utilities - Unity Centre	447	15,000	14,553		14,553	3.0%	
4101 Trade Waste&Sanitary/Nappy dis	651	1,400	749		749	46.5%	
4105 Hard Wire Test + Elec Call Out	0	500	500		500	0.0%	
4106 Building Compliance Costs	90	1,000	910		910	9.0%	
4107 Lift Maintenance + Costs	0	500	500		500	0.0%	
4108 Boiler maintenance + Gas Safet	0	1,000	1,000		1,000	0.0%	
4109 Music License	0	2,000	2,000		2,000	0.0%	
4430 Renovation/Proj/Match Funding	0	15,000	15,000		15,000	0.0%	

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4431 Repairs & Renewals	1,270	1,500	230		230	84.7%	
4439 Caretakers Salary Tax + NI	1,260	14,000	12,740		12,740	9.0%	
4440 Caretaking/Managmnt-Contractor	0	1,500	1,500		1,500	0.0%	
4441 Cleaning Supplies & Equipment	14	1,500	1,486		1,486	1.0%	
4445 Equipment/Furniture Costs-UWB	0	1,000	1,000		1,000	0.0%	
4450 CCTV & Burgler Alarm System	0	500	500		500	0.0%	
4453 Professional Fees - UWB Centre	0	1,500	1,500		1,500	0.0%	
4455 Miscellenous - UWB Centre	6	1,500	1,494		1,494	0.4%	
4457 Climate Emergency Fund	0	5,000	5,000		5,000	0.0%	
Unity Hall :- Indirect Expenditure	<u>3,738</u>	<u>64,400</u>	<u>60,662</u>	<u>0</u>	<u>60,662</u>	<u>5.8%</u>	<u>0</u>
Net Income over Expenditure	<u>(3,738)</u>	<u>(56,600)</u>	<u>(52,862)</u>				
170 Projects							
4500 Special Projects/ Other	15,150	30,000	14,850		14,850	50.5%	
4510 Highways Projects	0	200,000	200,000	27,000	173,000	13.5%	
4511 Dropped Kerb Grants	500	3,000	2,500		2,500	16.7%	
4520 Hanging Baskets	3,110	30,000	26,890		26,890	10.4%	
4570 Climate Emergency Fund	0	5,000	5,000		5,000	0.0%	
Projects :- Indirect Expenditure	<u>18,760</u>	<u>268,000</u>	<u>249,240</u>	<u>27,000</u>	<u>222,240</u>	<u>17.1%</u>	<u>0</u>
Net Expenditure	<u>(18,760)</u>	<u>(268,000)</u>	<u>(249,240)</u>				
180 Handyman Scheme							
4600 Handyman Labour	0	7,000	7,000		7,000	0.0%	
4610 Handyman Materials	0	3,000	3,000		3,000	0.0%	
4620 Handyman Equipment	0	1,000	1,000		1,000	0.0%	
Handyman Scheme :- Indirect Expenditure	<u>0</u>	<u>11,000</u>	<u>11,000</u>	<u>0</u>	<u>11,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(11,000)</u>	<u>(11,000)</u>				
190 Professional Fees							
4650 Insurance	1,964	2,500	536		536	78.6%	
4660 Audit (Internal & External)	(3,215)	1,500	4,715		4,715	(214.3%)	
4665 Accountancy Fees	0	500	500		500	0.0%	
4670 Legal Fees	0	5,000	5,000		5,000	0.0%	
4680 HR & H&S Support Services	428	3,000	2,572		2,572	14.3%	
4690 Subscriptions	2,741	225	(2,516)		(2,516)	1218.3%	
4695 Payroll Service	0	980	980		980	0.0%	
Professional Fees :- Indirect Expenditure	<u>1,918</u>	<u>13,705</u>	<u>11,787</u>	<u>0</u>	<u>11,787</u>	<u>14.0%</u>	<u>0</u>
Net Expenditure	<u>(1,918)</u>	<u>(13,705)</u>	<u>(11,787)</u>				