

September, 2024

Mens SIG

Date: 09/10/2024

Nelson Town Council

Page 1

Time: 16:57

Bank Reconciliation Statement as at 30/09/2024
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	30/09/2024		1,185,438.60
			<u>1,185,438.60</u>
<u>Unpresented Payments (Minus)</u>			
		<u>Amount</u>	
25/04/2024 2952 Marsden Heights		1,000.00	
15/07/2024 DD Skyguard Ltd T/A Peoplesafe		259.20	
12/08/2024 3002 North West Portables		426.00	
04/09/2024 3016 npower Business Solutions		167.74	
12/09/2024 3021 Borough of Pendle (PBC)		12,397.20	
13/09/2024 3023 Borough of Pendle (PBC)		1,932.00	
30/09/2024 DD Vodaphone		109.08	
30/09/2024 3024 PKF Littlejohns LLP		1,638.00	
			<u>17,929.22</u>
			1,167,509.38
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,167,509.38
		Balance per Cash Book is :-	1,167,509.38
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Receipts for Month 6

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 :	1,205,870.47					1,205,870.47	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>1,205,870.47</u>	<u>0.00</u>	<u>0.00</u>			<u>1,205,870.47</u>	

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/09/2024	Remote Asset Management Ltd	DD	9.00		1.50	4680	190	7.50	Lease of Tracking Unit
02/09/2024	Option Hygiene Ltd	3011	58.20		9.70	4441	160	48.50	UWC Cleaning Supplies
02/09/2024	Option Hygiene Ltd	3012	171.58		28.60	4441	160	142.98	UWC Cleaning Supplies
02/09/2024	Kays Highway Ltd	3013	501.84		83.64	4350	140	418.20	Event Traffic Management 17/08
03/09/2024	Coalition FacilitiesManagement	3014	6,975.00		1,162.50	4520	170	5,812.50	Flower Watering - Aug 2024
03/09/2024	Blackburn with Darwen Borough	3015	4,220.13			4020	110	2,345.08	Payroll-Salary-Aug 2024
						4439	160	952.07	Payroll-Salary-Aug 2024
						4025	110	34.23	Payroll-Salary-Aug 2024
						4020	110	845.92	Payroll-Tax&NI-Aug 2024
						4439	160	34.43	Payroll-Tax&NI-Aug 2024
						4025	110	8.40	Payroll-Tax&NI-Aug 2024
04/09/2024	npower Business Solutions	3016	167.74		7.99	4330	140	159.75	Christmas Lights Electricity
06/09/2024	Zurich Municipal	3017	519.48			4650	190	463.82	Insurance 01/10/24- 30/09/25
						4650	190	55.66	Insurance Premium Tax (IPT)
09/09/2024	Brunswick St Allotment Society	3018	420.00			4200	120	420.00	Fencing Repairs
10/09/2024	Scott Dawson Advertising Ltd	3020	7,200.00		1,200.00	4300	140	6,000.00	Nelson Food Festival 2024
11/09/2024	Vodafone	DD	30.35		5.06	4150	110	25.29	Office Phone and Broadband
12/09/2024	Borough of Pendle (PBC)	3021	12,397.20		2,066.20	4381	150	10,331.00	Lomeshaye MUGA Works
13/09/2024	Borough of Pendle (PBC)	3023	1,932.00		322.00	4380	150	1,610.00	Annual Playground Inspections
14/09/2024	Business Waste Ltd	DD	2.64		0.44	4101	160	2.20	Excess Waste Collection
14/09/2024	Daisy Communications	DD	81.53		13.59	4100	160	67.94	UWC Phone and Broadband
15/09/2024	Business Waste Ltd	DD	279.10		46.50	4101	160	232.60	Waste Collections - Oct 2024
17/09/2024	E.on Next	DD	26.08		1.24	4380	150	24.84	Games Area Electricity
19/09/2024	Lancashire County Council	DD	1,219.42			4020	110	863.06	Pension Contributions - Aug 24
						4439	160	273.03	Pension Contributions - Aug 24
						4010	110	83.33	Pension Contributions - Aug 24
23/09/2024	TotalEnergies Gas & Power	DD	141.91		6.76	4100	160	135.15	UWC Electricity
24/09/2024	Business Waste Ltd	DD	55.82		9.30	4101	160	46.52	Excess Waste Collection
24/09/2024	Business Waste Ltd	DD	-55.82		-9.30	4101	160	-46.52	Credit Raised Against P1488325
27/09/2024	Business Card	BUSCARD	15.51		2.60	4690	190	12.99	Zoom Subscription
						4690	190	-0.08	Cashback Credit
27/09/2024	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)
30/09/2024	Vodafone	DD	109.08		18.18	4150	110	24.94	Mobile Phone Charges- Office
						4100	160	65.96	Mobile Phone Charges- Caretaker

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
30/09/2024	PKF Littlejohns LLP	3024	1,638.00		273.00	4660	190	1,365.00	2023/24 External Audit
Total Payments for Month			38,361.09	0.00	5,288.47			33,072.62	
Balance Carried Fwd			1,167,509.38						
Cashbook Totals			1,205,870.47	0.00	5,288.47			1,200,582.00	

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

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	364,973	729,945	364,973			50.0%	
1081 Miscellaneous Income F&GP	7,510	0	(7,510)			0.0%	
Income :- Income	372,482	729,945	357,463			51.0%	0
Net Income	372,482	729,945	357,463				
110 Administration							
4000 Clerk Salary Tax + NI	772	38,000	37,228		37,228	2.0%	
4010 Employer Pension	417	2,690	2,273		2,273	15.5%	
4020 Assistant Clerk Salary Tax+ NI	20,067	29,000	8,933		8,933	69.2%	
4025 Casual admin staff	198	0	(198)		(198)	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	32	500	468		468	6.4%	
4125 Website & Email Hosting Accs	1,624	2,500	876		876	64.9%	
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	303	650	347		347	46.5%	
4160 Clerk Expenses	0	100	100		100	0.0%	
4921 Election Costs	0	5,000	5,000		5,000	0.0%	
Administration :- Indirect Expenditure	24,574	82,290	57,716	0	57,716	29.9%	0
Net Expenditure	(24,574)	(82,290)	(57,716)				
120 Allotments							
1240 Allotment Rents & Water income	10,934	10,929	(5)			100.0%	
Allotments :- Income	10,934	10,929	(5)			100.0%	0
4200 Allotments Maintenance	4,327	10,929	6,602		6,602	39.6%	
Allotments :- Indirect Expenditure	4,327	10,929	6,602	0	6,602	39.6%	0
Net Income over Expenditure	6,608	0	(6,608)				
130 Ward Initiative & Small Grants							
4210 WIF Bradley	1,000	1,000	0		0	100.0%	
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%	

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4235 WIF Whitefield	0	1,000	1,000		1,000	0.0%	
4240 Small Grants Awarded	8,000	10,000	2,000		2,000	80.0%	
Ward Initiative & Small Grants :- Indirect Expenditure	10,000	16,000	6,000	0	6,000	62.5%	0
Net Expenditure	(10,000)	(16,000)	(6,000)				
140 Events							
4290 Summer Event Football Marathon	0	5,000	5,000		5,000	0.0%	
4300 Food Festival	6,000	5,000	(1,000)		(1,000)	120.0%	
4310 Lancashir Day & Xmas Switch On	0	17,000	17,000		17,000	0.0%	
4330 Town Centre Christmas Lights	15,208	35,000	19,792		19,792	43.5%	
4340 Community Cohesion	4,000	5,000	1,000		1,000	80.0%	
4350 Events General	5,216	12,000	6,784		6,784	43.5%	
4710 Uniform	0	1,000	1,000		1,000	0.0%	
Events :- Indirect Expenditure	30,424	80,000	49,576	0	49,576	38.0%	0
Net Expenditure	(30,424)	(80,000)	(49,576)				
150 Transferred Services							
4380 MUGAs-Maintenance & Inspection	4,342	25,000	20,658		20,658	17.4%	
4381 MUGA/Play Area-Imprvm/renewals	10,984	100,000	89,016		89,016	11.0%	
4390 CCTV Monitoring	0	31,500	31,500		31,500	0.0%	
4400 Parks	133,848	170,500	36,652		36,652	78.5%	
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	149,174	334,000	184,826	0	184,826	44.7%	0
Net Expenditure	(149,174)	(334,000)	(184,826)				
160 Unity Hall							
1211 Unity Hall Room/Cafe Hire	2,130	7,500	5,370			28.4%	
1213 Music System Hire	0	300	300			0.0%	
Unity Hall :- Income	2,130	7,800	5,670			27.3%	0
4100 Utilities - Unity Centre	1,493	15,000	13,507		13,507	10.0%	
4101 Trade Waste&Sanitory/Nappy dis	1,496	1,400	(96)		(96)	106.9%	
4105 Hard Wire Test + Elec Call Out	0	500	500		500	0.0%	
4106 Building Compliance Costs	180	1,000	820		820	18.0%	
4107 Lift Maintenance + Costs	240	500	260		260	48.0%	
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%	

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4430 Renovation/Proj/Match Funding	0	15,000	15,000		15,000	0.0%	
4431 Repairs & Renewals	1,270	1,500	230		230	84.7%	
4439 Caretakers Salary Tax + NI	6,298	14,000	7,702		7,702	45.0%	
4440 Caretaking/Managmnt-Contractor	0	1,500	1,500		1,500	0.0%	
4441 Cleaning Supplies & Equipment	723	1,500	777		777	48.2%	
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	23	1,500	1,477		1,477	1.6%	
4457 Climate Emergency Fund	0	5,000	5,000		5,000	0.0%	
Unity Hall :- Indirect Expenditure	11,724	64,400	52,676	0	52,676	18.2%	0
Net Income over Expenditure	(9,594)	(56,600)	(47,006)				
<u>170 Projects</u>							
4500 Special Projects/ Other	20,584	30,000	9,416		9,416	68.6%	
4510 Highways Projects	3,470	200,000	196,530	27,000	169,530	15.2%	
4511 Dropped Kerb Grants	500	3,000	2,500		2,500	16.7%	
4520 Hanging Baskets	30,429	30,000	(429)		(429)	101.4%	
4570 Climate Emergency Fund	0	5,000	5,000		5,000	0.0%	
Projects :- Indirect Expenditure	54,983	268,000	213,017	27,000	186,017	30.6%	0
Net Expenditure	(54,983)	(268,000)	(213,017)				
<u>180 Handyman Scheme</u>							
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%	
4621 Quad Bike Maint/Repairs	671	0	(671)		(671)	0.0%	
Handyman Scheme :- Indirect Expenditure	671	11,000	10,329	0	10,329	6.1%	0
Net Expenditure	(671)	(11,000)	(10,329)				
<u>190 Professional Fees</u>							
4650 Insurance	2,483	2,500	17		17	99.3%	
4660 Audit (Internal & External)	80	1,500	1,420		1,420	5.3%	
4665 Accountancy Fees	0	500	500		500	0.0%	
4670 Legal Fees	2,000	5,000	3,000		3,000	40.0%	
4680 HR & H&S Support Services	1,715	3,000	1,285		1,285	57.2%	
4690 Subscriptions	2,793	225	(2,568)		(2,568)	1241.4%	
4695 Payroll Service	0	980	980		980	0.0%	
Professional Fees :- Indirect Expenditure	9,071	13,705	4,634	0	4,634	66.2%	0
Net Expenditure	(9,071)	(13,705)	(4,634)				

Detailed Income & Expenditure by Budget Heading 30/09/2024

Month No: 6

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
210 Training & Travel Costs							
4750 Training Expenses inc travel	0	1,750	1,750		1,750	0.0%	
4760 Travel Costs (outside parish)	0	250	250		250	0.0%	
Training & Travel Costs :- Indirect Expenditure	<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>
Net Expenditure	<u>0</u>	<u>(2,000)</u>	<u>(2,000)</u>				
220 Environment Committee							
4800 Enviromental Projects	0	30,000	30,000		30,000	0.0%	
4810 Climate Emergency Fund	0	5,000	5,000		5,000	0.0%	
Environment Committee :- Indirect Expenditure	<u>0</u>	<u>35,000</u>	<u>35,000</u>	<u>0</u>	<u>35,000</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(35,000)</u>	<u>(35,000)</u>				
230 Promotional & Marketing							
4530 Annual Newsletter	0	2,500	2,500		2,500	0.0%	
4540 Publicity & Marketing	0	5,000	5,000		5,000	0.0%	
4580 Climate Emergency Fund	0	5,000	5,000		5,000	0.0%	
Promotional & Marketing :- Indirect Expenditure	<u>0</u>	<u>12,500</u>	<u>12,500</u>	<u>0</u>	<u>12,500</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(12,500)</u>	<u>(12,500)</u>				
250 Revive Cafe - UWB Centre							
1200 Cafe & Catering Income	0	6,000	6,000			0.0%	
Revive Cafe - UWB Centre :- Income	<u>0</u>	<u>6,000</u>	<u>6,000</u>			<u>0.0%</u>	<u>0</u>
4470 Catering Equipment Repairs&Ren	0	1,000	1,000		1,000	0.0%	
Revive Cafe - UWB Centre :- Indirect Expenditure	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>0</u>	<u>5,000</u>	<u>5,000</u>				
Grand Totals:- Income	385,546	754,674	369,128			51.1%	
Expenditure	294,948	930,824	635,876	27,000	608,876	34.6%	
Net Income over Expenditure	<u>90,599</u>	<u>(176,150)</u>	<u>(266,749)</u>				
Movement to/(from) Gen Reserve	<u>90,599</u>						