

Bank reconciliation

EASTHAM Parish Council

Financial year ending 31 March 2023

Prepared by Lesley Jenkins Clerk/RFO

Date: 14-Apr-23

Balance per bank statements as at 31 March 2023

Current Account		15,993.60	
		<hr/>	15,993.60
Less: any unpresented cheques			
Cheque number	799	£ 230.00	
		<hr/>	230.00

Net Balances at 31 March 2023

15,763.60

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

Opening Balance as at 1 April 2022

Current Account	14,075.89
Add: Receipts	10,984.10
Less: Payments	9,296.39

Closing Balance as at 31 March 2023

15,763.60



Councillor

Date 15.05.2023



RFO

Date 15.05.2023

Eastham Parish Council
Cash Book Financial Year 2022 - 2023

Payments

Ref no	Cheque No.		Date	Detail		Total	Salaries	Grants /Dons	Admin Exps	Defib	Subs & Ins	Mowing	LM	Asset purchase	Training	Section 137	VAT
			BUDGET 22/23			£9,397.00	£3,500.00	£800.00	£600.00	£100.00	£950.00	£1,200.00	£2,247.00	£1,000.00	£300.00	£0.00	£0.00
						99%	103%	100%	99%	40%	98%	78%	94%	0%	8%		
			Expenditure TOTALS			£9,296.39	£3,611.66	£800.00	£591.57	£39.95	£928.11	£936.00	£2,107.50	£0.00	£25.00	£0.00	£256.60
			CHECK DIGIT			£0.00											
Chq no	Date written	Date cashed	Payee	Inv ref	Minute Ref	Amount											
1	768	12 May 2022	31 May 2022	C Bunn (LM) - April inv	Apr-22	25/05/22 Ref 12a	£ 180.00						£180.00				
2	769	17 May 2022	01 June 2022	Zurich Insurance	514632601	25/05/22 Ref 12a	£ 786.25				£786.25						
3	770	24 May 2022	26 May 2022	L Jenkins (Expense claim defib)	S25133	25/05/22 Ref 12a	£ 47.94			£39.95							£7.99
4	771	24 May 2022	15 June 2022	Worcestershire CALC membership	8719	25/05/22 Ref 12a	£ 167.21				£141.86						£25.35
5	772	26 May 2022	31 May 2022	C Bunn (LM) - May inv	May-22	25/05/22 Ref 12a	£ 165.00						£165.00				
6	773	31 May 2022	17 June 2022	L Jenkins (Salary)	salary	15/06/22 Ref 8a	£ 838.24	£838.24									
7	774	15 June 2022	05 July 2022	DM Payroll Ltd (internal audit)	2221	15/06/22 Ref 8a	£ 75.00		£75.00								
8	775	15 June 2022	17 November 2022	Eastham Fete - Flushaway Portable Toilets	300522	15/06/22 Ref 9	£ 70.00		£70.00								
9	776	21 July 2022	27 July 2022	C Bunn (LM) June inv	Jun-22	26/07/22 Ref 9a	£ 172.50						£172.50				
10	777	26 July 2022	29 July 2022	L Jenkins (Expense Antivirus renewal)	21690323	26/07/22 Ref 9a	£ 116.99			£97.49							£19.50
11	778	26 July 2022	05 August 2022	C Burrows (Microsoft 365 renewal	406818	26/07/22 Ref 9a	£ 59.99			£49.99							£10.00
	779	26 July 2022	cancelled	C Bunn (LM) Chq cancelled at Bank		n/a	£ -										
12	780	08 August 2022	02 September 2022	C Bunn (LM) July inv	Jul-22	26/07/22 Ref 9a	£ 165.00						£165.00				
	781			Cancelled in cheque book		n/a	£ -										
13	782	31 August 2022	05 September 2022	L Jenkins (Salary)	salary	27/09/22 Ref 12	£ 829.14	£829.14									
14	783	31 August 2022	06 September 2022	C Bunn (LM) Aug inv	Aug-22	27/09/22 Ref 12	£ 165.00						£165.00				
15	DD	21 September 2022	21 September 2022	ICO	DD	27/09/22 Ref 12	£ 35.00		£35.00								
16	784	27 September 2022	03 October 2022	C Bunn (LM) Sept inv	Sep-22	27/09/22 Ref 6a	£ 172.50						£172.50				
17	785	21 September 2022	29 September 2022	L Jenkins (expenses)	Exp	27/09/22 Ref 6a	£ 162.76			£161.20							£1.56
18	786	14 November 2022	18 November 2022	C Bunn (LM) Oct inv	Oct-22	29/11/22 Ref 23	£ 165.00						£165.00				
19	787	29 November 2022	15 December 2022	MTM contract mowing	31122	29/11/22 Ref 11a	£ 1,123.20					£936.00					£187.20
20	788	29 November 2022	07 December 2022	C Bunn (LM) Nov inv	Nov-22	29/11/22 Ref 11a	£ 187.50						£187.50				
21	789	29 November 2022	14 December 2022	L Jenkins (Salary)	salary	29/11/22 Ref 11a	£ 1,037.14	£1,037.14									
22	790	29 November 2022	28 December 2022	Eastham Riverside Fete - donation	Donation	29/11/22 Ref 14	£ 500.00		£500.00								
23	791	12 January 2023	17 January 2023	C Bunn (LM) Dec inv	Dec-22	24/01/23 Ref 17	£ 165.00						£165.00				
24	792	06 February 2023	21 February 2023	C Bunn (LM) Jan inv	Jan-23	28/03/23 Ref 20	£ 180.00						£180.00				
	793			Cancelled in cheque book		n/a											
25	794	17 February 2023	30 March 2023	Worcestershire CALC Clerk Training	8944	28/03/23 Ref 20	£ 30.00								£25.00		£5.00
26	795	02 March 2023	30 March 2023	C Bunn (LM) Feb inv	Feb-22	28/03/23 Ref 6a	£ 180.00						£180.00				
27	796	02 March 2023	08 March 2023	L Jenkins (Salary)	salary	28/03/23 Ref 20	£ 907.14	£907.14									
28	797	28 March 2023	30 March 2023	L Jenkins expenses	exp	28/03/23 Ref 6a	£ 172.89			£172.89							
29	798	28 March 2023	30 March 2023	C Bunn (LM) Mar inv	Mar-22	28/03/23 Ref 6a	£ 210.00						£210.00				
30	799	28 March 2023		Eastham Memorial VH - Grant Coronation	Donation	28/03/23 Ref 12	£ 230.00		£230.00								

Eastham Parish Council
Cash Book Financial Year 2022 - 2023

Receipts					
<u>Date</u>	<u>Detail</u>	<u>Total</u>	<u>Precept</u>	<u>LM</u>	<u>reimbursements</u> <u>VAT Refund</u>
Receipts Budget 22-23		<u>10,699.00</u>	<u>£8,450.00</u>	<u>£2,247.00</u>	<u>£1.00</u> <u>£1.00</u>
		103%	100%	112%	2760% 0%
RECEIPTS TOTALS		£10,984.10	£8,450.00	£2,506.50	£27.60 £0.00
CHECK DIGIT		£0.00			
1-Apr-22	WCC LM (Dec21, Jan & Feb22)	£455.00		£455.00	
27-Apr-22	WCC precept	£4,225.00	£4,225.00		
6-May-22	WCC LM (Mar 22)	£154.00		£154.00	
24-May-22	WCC LM (Apr 22)	£180.00		£180.00	
21-Jun-22	WCC LM (May 22)	£165.00		£165.00	
29-Jul-22	WCC LM (June 22)	£172.50		£172.50	
14-Aug-22	S Burrows overpayment repaid	£27.60			£27.60
13-Sep-22	WCC LM (July 22)	£165.00		£165.00	
28-Sep-22	WCC precept	£4,225.00	£4,225.00		
14-Oct-22	WCC LM (Aug 22)	£165.00		£165.00	
19-Oct-22	WCC LM (Sept 22)	£172.50		£172.50	
14-Dec-22	WCC LM (Oct 22)	£165.00		£165.00	
5-Jan-22	WCC LM (Nov 22)	£187.50		£187.50	
21-Feb-22	WCC LM (Dec 22)	£165.00		£165.00	
14-Mar-22	WCC LM (Jan 22)	£180.00		£180.00	
31-Mar-22	WCC LM (Feb 22)	£180.00		£180.00	

EASTHAM Parish Council

Annual Return Variances

Year Ending 31 March 2023

		Last Year 31-Mar-22	This Year 31-Mar-23		Description of variance > 10%
1	Balances Brought Forward	16562	14075		
2	Annual Precept	8400	8450	99%	
3	Total Other Receipts	3181	2534	126%	VAT reclaim for 2021-2022 not processed
4	Staff Costs	2715	3611	133%	NJC Scales adjustments effective 01/04/2022
5	Loan Interest/Capital repayments	0	0		
6	Total Other Payments	11353	5685	50%	Reduction in amount purchased due to Hall completion
7	Balances Carried Forward	14075	15763		
8	Total Cash and Investments	14075	15763		
9	Total Fixed Assets	324031	324031		
10	Total Borrowings	0	0		

Chairman

Responsible Finance Officer



Date 15.05.2023.

Date 15.05.2023.

Asset Register

Eastham Parish Council

SCHEDULE OF FIXED ASSETS

31st March 2023

Description	Ref/serial No	Date Acquired	Value	Custodian	Disposal
1 Millenium Green	WR62509	Approx 2000	£0.00	Yes Yes - Leased to Eastham Memorial Hall CIO	
2 Memorial Hall Land - Hall rebuilt 2020	P199651	Approx 1920	£320,000.00		
3 Noticeboard Highwood		N/K	£100.00		
4 Noticeboard Memorial Hall		July 2021	£828.50		
5 BT Box		2009	£191.90		
6 Green Gritbin	WR15 8NR	21/11/2002	£169.00	Astley Orchard	
7 Seat on Millenium Green	WR15 8NR	2000	£250.00		
8 Green Gritbin	WR15 8PA	Winter 2011	£162.00	by Highwood junction	
9 Bag Rock Salt	WR15 8NW	Winter 2018	£140.00	held at Eastham Court	Winter 2018
10 Bag Rock Salt	WR15 8PA	Winter 2018	£140.00	held at Bine Farm	Winter 2018
11 Defibrillator Machine	WR15 8NP	16/10/2014	£800.00	outside Eastham Memorial Hall	
					Replaced Winter 2020, cost £405.66 less than original
12 CE TEK Box for Defib Machine (inc.fittings)	WR15 8NP	16/10/2014	£532.98	outside Eastham Memorial Hall	
13 Computer for PC Clerk/external hddrive etc		25th July 2018	£597.48	Clerks house	
14 Green Gritbin	WR15 8PB	26th Nov 2019	£119.34	end of Highwood Rd	
TOTAL			£324,031.20		

All DEEDS held at Solicitors Norris & Miles, Church St, Tenbury Wells
Lease/License for Alterations with Clerk

EASTHAM PARISH COUNCIL
RESERVES HELD 31ST MARCH 2023

	£
Unexpected events	5,500.00
Grant to Eastham Memorial Hall rebuild pledge (restricted)	-
NEW Memorial Hall expenses	-
Tree/seat/noticeboard repairs	1,500.00
Defibrillator	610.00
Audit fees	600.00
Sick pay Clerk	210.00
Election fees	1,200.00
Rock salt/gritbins	420.00
Clerks Computer (transparency grant (restricted))	584.63
Training budget	475.00
	<u>11,099.63</u>