



Omega Financial Software

Omega Financial Software is the complete accounting package for larger councils, providing a comprehensive double entry accounting system. Omega allows full budget reporting and has extensive features, allowing councils to comply with the Annual Return.

Double Entry Accounting

Omega features a full double entry accounting system, including the following functions:

- Accounting entries via cash book with the option of a purchase ledger and/or a sales ledger in any combination to suit your needs
- Either special or commercial VAT returns
- Integrated budget routines on either annual or monthly profiling basis

Additional Optional Modules

- Purchase Ledger - giving control over supplier history and payment runs
- Sales Ledger - containing a full invoicing package that facilitates control and management of the council's debtors
- Purchase Order Processing - automating commitment against budget reporting

Full Budget Reporting

Omega provides full budget reporting, including:

- Annual and Current month recording
- Year to date against projected
- Remaining funds available
- Committed expenditure
- Budget transfers & tracking
- Next year estimates can be produced in current year
- Up to five-year forward budget calculations

Annual Return

Omega offers the following features for Annual Return Councils:

- Statutory Income and Expenditure - supporting the General Reserve
- Statutory Balance Sheet - giving the overall Reserve position of the council
- Cash and Investment Reconciliation - to provide a bank reconciliation for all accounts
- Reserve Reconciliation - to explain why the reserves and cash balances are different
- Annual Return:
 - Working Detail assisting with prior year variance analysis
 - Summary giving the figures ready for submission on the audit form



Setting the standard for local council financial software

Software should be intuitive and user friendly, yet powerful and fully compliant with legislative requirements. At Rialtas we have years of experience at providing software and services to meet your needs.

Our Product Guide:

- *Omega and Alpha Financial*
- *Facilities Bookings Management*
- *Cemetery and Memorial Management*
- *Allotment Management*
- *Planning*
- *Sigma Asset Inventory*

About Us:

RBS Software Solutions is the trading name of Rialtas Business Solutions Limited.

RBS Software Solutions has a nationwide network of Town and Parish Councils using our Financial and Administration software systems, and because of our business objective to provide a quality service we have been in the market since 1996.

Today our team comprises talented software programmers, experienced and knowledgeable trainers, skilled administrators and Accounting and I.T. Specialists. With extensive knowledge of Local Government and Commercial Accounting and Administration practice, we are able to advise and instruct on some of the more complicated accounting aspects.

We also understand the importance of knowledgeable software support. Our support technicians are second to none and will hold your hand in those early days and only take a back seat when you feel confident to go it alone. Of course, we are then ready to help and offer advice when you need us.

We pride ourselves on being able to offer the right package whatever the size of the Town or Parish Council, whether you require financial or administration software. We are always pleased to give demonstrations of our software and we attend the Regional Society of Local Council Clerks conferences.

We also offer extensive training for all of our packages for which we are an approved SLCC/NALC trainer and our courses carry CPD points for the Institute of Local Council Management (ILCM)

Rialtas Business Solutions

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Omega

Financial Software

Sample Reports

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Section 1

Cashbook

Bank Reconciliation

Receipts and Payments

Payment Listing

Payments Analysis

Payment by Supplier

Bank Reconciliation Statement as at: 31/05/2014 for Cash Book 1 Bank Account - Number 1

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current A/c	31/05/2014	492	2,500.00
HSBC Deposit a/c	31/05/2014	405	929,000.65
			<u>931,500.65</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
31/05/2014 118524 Theatre on the Steps		1,200.00	
31/05/2014 118525 B&D Willing Neighbours		400.00	
31/05/2014 118526 Crucial Crew		1,000.00	
31/05/2014 118527 Children's Festival		1,000.00	
31/05/2014 118528 Jazz Festival		500.00	
31/05/2014 118529 B&D Historical Society		1,500.00	
31/05/2014 118530 Trust		3,000.00	
31/05/2014 118531 The Parish Rooms		150.00	
31/05/2014 118532 No Panic		200.00	
31/05/2014 118533 Haydn Festival		1,200.00	
31/05/2014 118534 Marie Curie		200.00	
31/05/2014 118535 St Mary Magdelene		500.00	
31/05/2014 118536 Citizens Advice		2,000.00	
31/05/2014 118537 Samaritans		150.00	
31/05/2014 118538 Tourist Assoc		2,000.00	
			<u>15,000.00</u>
			916,500.65
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			916,500.65
Balance per Cash Book is :-			916,500.65
Difference is :-			0.00

Date: 06/11/2014

Any Parish / Town Council

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Time: 08:23

Cash Book 1

User : SS

Bank Account - Number 1

For Month No : 3

Receipts for Month 3

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 : 916,500.65

916,500.65

Banked on : 01/06/2014 650.00

Interest	Bank	650.00			4030	101	650.00	Interest Received
----------	------	--------	--	--	------	-----	--------	-------------------

Total Receipts for Month 650.00

0.00 0.00

650.00

Cash Book Totals 917,150.65

0.00 0.00

917,150.65

Date: 06/11/2014

Any Parish / Town Council

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Cash Book 1

User : SS

Bank Account - Number 1

For Month No : 3

Payments for Month 3

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c</u> <u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/06/2014	EDF Energy	201956	150.00		7.14	4120 101	142.86	Council Heat
02/06/2014	Payroll	BACS	1,913.26			520	1,913.26	0110-Payroll
02/06/2014	Payroll	BACS	2,464.01			520	2,464.01	0111-Payroll
03/06/2014	EDF Energy	201957	385.93		18.38	4120 101	367.55	Electricity
03/06/2014	EDF Energy	201958	293.56		48.93	4914 901	244.63	Cemetery Warming
09/06/2014	Petty Cash	118539	306.16			200	306.16	Petty Cash Top up
12/06/2014	SWALEC	118540	1,567.38	1,567.38		500		0112c-TH Energy Bill
12/06/2014	Payroll	118541	6,228.71			515	6,228.71	PAYE & NICs
12/06/2014	SC	118542	3,554.76			516	3,554.76	0014-Pensions
12/06/2014	Unison	118543	48.00			517	48.00	0115-Unison Subs
12/06/2014	British Telecommunications Plc	118544	83.01	83.01		500		0116-Telephone bill
12/06/2014	NPower Ltd	118546	132.98	132.98		500		0118-Electricity
Total Payments for Month			17,127.76	1,783.37	74.45		15,269.94	
Balance Carried Fwd			900,022.89					
Cash Book Totals			<u>917,150.65</u>	<u>1,783.37</u>	<u>74.45</u>		<u>915,292.83</u>	

At : 08:24

Bank Account - Number 1

List of Payments made between 01/06/2014 and 16/06/2014

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2014	EDF Energy	201956	150.00		EDF Energy
02/06/2014	Payroll	BACS	1,913.26		0110-Payroll
02/06/2014	Payroll	BACS	2,464.01		0111-Payroll
03/06/2014	EDF Energy	201957	385.93		Electricity
03/06/2014	EDF Energy	201958	293.56		Cemetery Warming
09/06/2014	Petty Cash	118539	306.16		Petty Cash Top up
12/06/2014	SWALEC	118540	1,567.38		0112c-TH Energy Bill
12/06/2014	Payroll	118541	6,228.71		PAYE & NICs
12/06/2014	SC	118542	3,554.76		0014-Pensions
12/06/2014	Unison	118543	48.00		0115-Unison Subs
12/06/2014	British Telecommunications Plc	118544	83.01		0116-Telephone bill
12/06/2014	NPower Ltd	118546	132.98		0118-Electricity
Total Payments			<u>17,127.76</u>		

Date: 06/11/2014

Any Parish / Town Council

Page No: 1

Time: 08:24

Cash Book No : 1

User : SS

Bank Account - Number 1

Payments made between 01/06/2014 and 16/06/2014

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
01/06/2014	EDF Energy	201956	150.00		7.14	4120	101	142.86	Council Heat
02/06/2014	Payroll	BACS	2,464.01			520		2,464.01	0111-Payroll
02/06/2014	Payroll	BACS	1,913.26			520		1,913.26	0110-Payroll
03/06/2014	EDF Energy	201957	385.93		18.38	4120	101	367.55	Electricity
03/06/2014	EDF Energy	201958	293.56		48.93	4914	901	244.63	Cemetery Warming
09/06/2014	Petty Cash	118539	306.16			200		306.16	Petty Cash Top up
12/06/2014	SWALEC	118540	1,567.38	1,567.38		500			0112c-TH Energy Bill
12/06/2014	Payroll	118541	6,228.71			515		6,228.71	PAYE & NICs
12/06/2014	SC	118542	3,554.76			516		3,554.76	0014-Pensions
12/06/2014	Unison	118543	48.00			517		48.00	0115-Unison Subs
12/06/2014	British Telecommunications Plc	118544	83.01	83.01		500			0116-Telephone bill
12/06/2014	NPower Ltd	118546	132.98	132.98		500			0118-Electricity
Total Payments :			17,127.76	1,783.37	74.45			15,269.94	

At : 08:25

Bank Account - Number 1

Payments By Supplier

<u>Date</u>	<u>Cheque Number</u>	<u>Payment Detail</u>	<u>Net Amount</u>	<u>VAT Amount</u>	<u>Total Amount</u>	<u>VAT Code</u>
British Telecommunications Plc						
12/06/2014	118544	0116-Telephone bill	83.01	0.00	83.01	VAT
EDF Energy						
01/06/2014	201956	EDF Energy	142.86	7.14	150.00	F
03/06/2014	201957	Electricity	367.55	18.38	385.93	F
03/06/2014	201958	Cemetery Warming	244.63	48.93	293.56	S
			755.04	74.45	829.49	
NPower Ltd						
12/06/2014	118546	0118-Electricity	132.98	0.00	132.98	VAT
Payroll						
02/06/2014	BACS	0110-Payroll	1,913.26	0.00	1,913.26	OTS
02/06/2014	BACS	0111-Payroll	2,464.01	0.00	2,464.01	OTS
12/06/2014	118541	PAYE & NICs	6,228.71	0.00	6,228.71	OTS
			10,605.98	0.00	10,605.98	
Petty Cash						
09/06/2014	118539	Petty Cash Top up	306.16	0.00	306.16	
SC						
12/06/2014	118542	0014-Pensions	3,554.76	0.00	3,554.76	OTS
SWALEC						
12/06/2014	118540	0112c-TH Energy Bill	1,567.38	0.00	1,567.38	VAT
Unison						
12/06/2014	118543	0115-Unison Subs	48.00	0.00	48.00	OTS
			17,053.31	74.45	17,127.76	

Section 2

Budgets

Budget Setting – Detail

Budget Setting – Summary

Virement

Virement History

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

		<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
101	Central Costs											
4000	Salaries	150,000	173,831	154,000	0	0	154,000	24,704	0	0	0	0
4001	National Insurance Costs	12,000	3,476	12,500	0	0	12,500	1,781	0	0	0	0
4002	Pension Costs	37,000	53,146	33,000	0	0	33,000	7,485	0	0	0	0
4030	Staff Training	2,000	2,325	2,000	0	0	2,000	-650	0	0	0	0
4040	Travel and Subsistence	1,500	1,872	1,500	0	0	1,500	154	0	0	0	0
4060	Courses and Conferences	1,000	270	1,000	0	0	1,000	0	0	0	0	0
4080	Health and Safety	0	0	0	0	0	0	12	0	0	0	0
4090	Personnel Costs	1,000	7,395	1,000	0	0	1,000	0	0	0	0	0
4120	Heat and Light	0	550	0	0	0	0	-40	0	0	0	0
4130	Insurance	25,000	24,183	25,000	0	0	25,000	0	0	0	0	0
4155	Cleaning Materials	0	44	0	0	0	0	0	0	0	0	0
4157	Waste Disposal Litter	0	47	0	0	0	0	0	0	0	0	0
4180	Equipment Repairs	1,000	425	500	0	0	500	3	0	0	0	0
4185	Equipment	0	3,032	1,000	0	0	1,000	0	0	0	0	0
4204	Maintenance General	0	0	0	0	0	0	585	0	0	0	0
4400	Stationery	2,000	3,226	2,000	0	0	2,000	813	0	0	0	0
4405	Equipment Leasing/Hire	1,560	2,089	1,560	0	0	1,560	1,210	0	0	0	0
4420	Newsletter	4,500	5,179	9,000	0	0	9,000	575	0	0	0	0
4425	Advertising	1,000	1,130	4,000	0	0	4,000	1,151	0	0	0	0

Continued on Page 2

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

		<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
4426	Adverts - Recruitment	1,000	412	1,000	0	0	1,000	153	0	0	0	0
4427	Text Books	250	0	250	0	0	250	0	0	0	0	0
4440	Telephone	2,800	2,269	2,800	0	0	2,800	540	0	0	0	0
4455	Postage	1,500	2,206	1,500	0	0	1,500	427	0	0	0	0
4460	Subscriptions	6,200	4,766	6,500	0	0	6,500	2,438	0	0	0	0
4480	Computing Costs	1,000	2,151	1,000	0	0	1,000	2,410	0	0	0	0
4550	Bank Charges	200	233	200	0	0	200	94	0	0	0	0
4555	Legal Costs	1,000	40,357	1,000	0	0	1,000	6,185	0	0	0	0
4560	Accountancy	3,500	4,600	4,500	0	0	4,500	-4,700	0	0	0	0
4580	Audit	5,000	2,780	5,000	0	0	5,000	2,000	0	0	0	0
4585	Professional Costs	2,000	5,410	2,000	0	0	2,000	9,994	0	0	0	0
4890	Non Reclaimable VAT	12,000	4,070	12,000	0	0	12,000	0	0	0	0	0
4899	Miscellaneous	250	130	250	0	0	250	11	0	0	0	0
OverHead Expenditure		276,260	351,608	286,060	0	0	286,060	57,334	0	0	0	0
1430	Photocopying Income	100	52	100	0	0	100	0	0	0	0	0
1800	Miscellaneous Income	0	484	0	0	0	0	0	0	0	0	0
1870	Interest Received	10,000	3,027	5,000	0	0	5,000	-650	0	0	0	0
1900	Precept	520,000	520,000	513,988	0	0	513,988	513,988	0	0	0	0
1960	Sales of fixed assets	0	25,000	0	0	0	0	0	0	0	0	0
Total Income		530,100	548,563	519,088	0	0	519,088	513,338	0	0	0	0
101	Net Expenditure	-253,840	-196,955	-233,028	0	0	-233,028	-456,004	0	0	0	0

Continued on Page 3

Note :

		<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
110	<u>Civic and Democratic</u>											
4031	Training - Members	500	283	750	0	0	750	0	0	0	0	0
4032	Election Expenses	4,000	2,014	4,000	0	0	4,000	0	0	0	0	0
4040	Travel and Subsistence	0	25	0	0	0	0	0	0	0	0	0
4060	Courses and Conferences	0	426	0	0	0	0	0	0	0	0	0
4500	Mayor's Allowance	2,215	2,215	2,215	0	0	2,215	0	0	0	0	0
4501	Deputy Mayor's Allowance	340	340	340	0	0	340	0	0	0	0	0
4530	Hospitality	250	300	250	0	0	250	31	0	0	0	0
4535	Civic and Ceremonial	3,000	2,249	3,000	0	0	3,000	3,545	0	0	0	0
4850	Grants - Section 137	0	176	0	0	0	0	0	0	0	0	0
	OverHead Expenditure	10,305	8,028	10,555	0	0	10,555	3,576	0	0	0	0
1000	Lettings	0	85	0	0	0	0	0	0	0	0	0
	Total Income	0	85	0	0	0	0	0	0	0	0	0
110	Net Expenditure	10,305	7,943	10,555	0	0	10,555	3,576	0	0	0	0
	Total Budget Expenditure	286,565	359,636	296,615	0	0	296,615	60,910	0	0	0	0
	Income	530,100	548,648	519,088	0	0	519,088	513,338	0	0	0	0
	Net Expenditure	-243,535	-189,012	-222,473	0	0	-222,473	-452,428	0	0	0	0

Budget Summary - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

		<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
<u>Administration and Civic</u>												
<u>101</u>	<u>Central Costs</u>											
	OverHead Expenditure	276,260	351,608	286,060	0	0	286,060	57,334	0	0	0	0
	Total Income	530,100	548,563	519,088	0	0	519,088	513,338	0	0	0	0
101	Net Expenditure	-253,840	-196,955	-233,028	0	0	-233,028	-456,004	0	0	0	0
<u>110</u>	<u>Civic and Democratic</u>											
	OverHead Expenditure	10,305	8,028	10,555	0	0	10,555	3,576	0	0	0	0
	Total Income	0	85	0	0	0	0	0	0	0	0	0
110	Net Expenditure	10,305	7,943	10,555	0	0	10,555	3,576	0	0	0	0
<u>120</u>	<u>Grants</u>											
	OverHead Expenditure	22,700	13,682	18,700	0	0	18,700	15,365	0	0	0	0
	Total Income	0	0	0	0	0	0	590	0	0	0	0
120	Net Expenditure	22,700	13,682	18,700	0	0	18,700	14,775	0	0	0	0
Administration and Civic - Expenditure		309,265	373,317	315,315	0	0	315,315	76,275	0	0	0	0
Income		530,100	548,648	519,088	0	0	519,088	513,928	0	0	0	0
Net Expenditure		-220,835	-175,331	-203,773	0	0	-203,773	-437,653	0	0	0	0

Continued on Page 2

Budget Summary - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

	<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
Total Budget Expenditure	309,265	373,317	315,315	0	0	315,315	76,275	0	0	0	0
Income	530,100	548,648	519,088	0	0	519,088	513,928	0	0	0	0
Net Expenditure	-220,835	-175,331	-203,773	0	0	-203,773	-437,653	0	0	0	0

At : 17:03

Virement Date: 01/06/2014**Virement Ref No:** 1

A/c Code	Description	Centre	Description	Virement Description	Amount Decreased	Amount Increased
4175	Maintenance Contract	301	CCTV	Tfr to cover overspend	1,000	
4204	Maintenance General	290	Other Open Spaces	Tfr to cover overspend		1,000
Virement Totals					1,000	1,000

Virement History -

<u>Month</u>	<u>Ref No</u>	<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Decrease</u>	<u>Increase</u>
3	1	4175	Maintenance Contract	301	Other Open Spaces	1,000	
3	1	4204	Maintenance General	290	CCTV		1,000
Totals :						1,000	1,000

Section 3

Council Reports

Budget Monitoring – Detail

Budget Monitoring – Summary

Trial Balance - by Cost Centre

Transaction Detail

Month No : 3

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
101	Central Costs							
4000	Salaries	0	24,704	154,000	129,296		129,296	16.0 %
4001	National Insurance Costs	0	1,781	12,500	10,719		10,719	14.2 %
4002	Pension Costs	0	7,485	33,000	25,515		25,515	22.7 %
4030	Staff Training	-650	-650	2,000	2,650		2,650	-32.5 %
4040	Travel and Subsistence	0	154	1,500	1,346		1,346	10.3 %
4060	Courses and Conferences	0	0	1,000	1,000		1,000	0.0 %
4080	Health and Safety	0	12	0	-12		-12	0.0 %
4090	Personnel Costs	0	0	1,000	1,000		1,000	0.0 %
4120	Heat and Light	510	-40	0	40		40	0.0 %
4130	Insurance	0	0	25,000	25,000		25,000	0.0 %
4180	Equipment Repairs	0	3	500	497		497	0.6 %
4185	Equipment	0	0	1,000	1,000		1,000	0.0 %
4204	Maintenance General	585	585	0	-585		-585	0.0 %
4400	Stationery	313	813	2,000	1,187		1,187	40.6 %
4405	Equipment Leasing/Hire	0	1,210	1,560	350		350	77.6 %
4420	Newsletter	0	575	9,000	8,425		8,425	6.4 %
4425	Advertising	0	1,151	4,000	2,849		2,849	28.8 %
4426	Adverts - Recruitment	0	153	1,000	847		847	15.3 %
4427	Text Books	0	0	250	250		250	0.0 %
4440	Telephone	266	540	2,800	2,260		2,260	19.3 %
4455	Postage	92	427	1,500	1,073		1,073	28.5 %
4460	Subscriptions	0	2,438	6,500	4,062		4,062	37.5 %
4480	Computing Costs	0	2,410	1,000	-1,410		-1,410	241.0 %
4550	Bank Charges	0	94	200	106		106	47.1 %
4555	Legal Costs	0	6,185	1,000	-5,185		-5,185	618.5 %
4560	Accountancy	0	-4,700	4,500	9,200		9,200	-104.5 %
4580	Audit	0	2,000	5,000	3,000		3,000	40.0 %
4585	Professional Costs	0	9,994	2,000	-7,994		-7,994	499.7 %
4890	Non Reclaimable VAT	0	0	12,000	12,000		12,000	0.0 %
4899	Miscellaneous	0	11	250	239		239	4.4 %
	Central Costs :- Expenditure	1,116	57,334	286,060	228,726	0	228,726	20.0 %
1430	Photocopying Income	0	0	100	-100			0.0 %
1870	Interest Received	0	-650	5,000	-5,650			-13.0 %
1900	Precept	0	513,988	513,988	0			100.0 %
	Central Costs :- Income	0	513,338	519,088	-5,750			98.9 %
	Net Expenditure over Income	1,116	-456,004	-233,028	222,976			

Month No : 3

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
110	Civic and Democratic							
4031	Training - Members	0	0	750	750		750	0.0 %
4032	Election Expenses	0	0	4,000	4,000		4,000	0.0 %
4500	Mayor's Allowance	0	0	2,215	2,215		2,215	0.0 %
4501	Deputy Mayor's Allowance	0	0	340	340		340	0.0 %
4530	Hospitality	0	31	250	219		219	12.6 %
4535	Civic and Ceremonial	0	3,545	3,000	-545		-545	118.2 %
	Civic and Democratic :- Expenditure	0	3,576	10,555	6,979	0	6,979	33.9 %
	Net Expenditure over Income	0	3,576	10,555	6,979			
120	Grants							
4292	Floodlighting-1	0	0	600	600		600	0.0 %
4293	Floodlighting-2	0	127	600	473		473	21.1 %
4800	Grants - Others	0	6,489	7,500	1,012		1,012	86.5 %
4810	Grants - Twinning	0	0	2,500	2,500		2,500	0.0 %
4850	Grants - Section 137	0	7,550	7,500	-50		-50	100.7 %
4950	Capital Expenditure	0	1,200	0	-1,200		-1,200	0.0 %
	Grants :- Expenditure	0	15,365	18,700	3,335	0	3,335	82.2 %
1700	Grants Received	0	590	0	590			0.0 %
	Grants :- Income	0	590	0	590			
	Net Expenditure over Income	0	14,775	18,700	3,925			
205	The House							
4110	Rates	0	1,538	3,000	1,462		1,462	51.3 %
4115	Water Rates	0	-174	500	674		674	-34.8 %
4120	Heat and Light	0	408	2,800	2,392		2,392	14.6 %
4150	Cleaning Contract	0	270	5,500	5,230		5,230	4.9 %
4155	Cleaning Materials	0	568	500	-68		-68	113.6 %
4170	Repairs	0	44	2,000	1,957		1,957	2.2 %
4185	Equipment	0	13	250	237		237	5.3 %
	The House :- Expenditure	0	2,668	14,550	11,882	0	11,882	18.3 %
1000	Lettings	12	-1,561	250	-1,811			-624.2
1032	Lettings-House 2	0	0	5,940	-5,940			0.0 %
1033	Lettings-House 3	0	1,548	6,200	-4,653			25.0 %
1050	Recharge	0	-50	550	-600			-9.1 %
	The House :- Income	12	-63	12,940	-13,003			-0.5 %
	Net Expenditure over Income	-12	2,731	1,610	-1,121			

Month No : 3

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
206	The House Annexe							
4110	Rates	0	0	1,000	1,000		1,000	0.0 %
4115	Water Rates	0	0	300	300		300	0.0 %
4120	Heat and Light	0	-726	1,500	2,226		2,226	-48.4 %
4150	Cleaning Contract	0	0	800	800		800	0.0 %
4170	Repairs	0	8	1,000	992		992	0.8 %
	The House Annexe :- Expenditure	0	-717	4,600	5,317	0	5,317	-15.6 %
1000	Lettings	11	11	300	-290			3.5 %
	The House Annexe :- Income	11	11	300	-290			3.5 %
	Net Expenditure over Income	-11	-728	4,300	5,028			
210	Town Hall							
4000	Salaries	0	332	0	-332		-332	0.0 %
4110	Rates	0	1,213	2,500	1,287		1,287	48.5 %
4115	Water Rates	0	0	350	350		350	0.0 %
4120	Heat and Light	0	264	2,000	1,736		1,736	13.2 %
4150	Cleaning Contract	0	91	3,200	3,109		3,109	2.9 %
4170	Repairs	0	250	20,000	19,750		19,750	1.3 %
4185	Equipment	0	134	0	-134		-134	0.0 %
4750	Refreshments and Merchandise	0	188	1,000	812		812	18.8 %
	Town Hall :- Expenditure	0	2,472	29,050	26,578	0	26,578	8.5 %
1000	Lettings	0	22	100	-78			22.0 %
1415	Refreshments Income	0	297	5,000	-4,703			5.9 %
1460	Sales	0	82	1,000	-918			8.2 %
1701	Donations Received	0	78	250	-172			31.3 %
	Town Hall :- Income	0	479	6,350	-5,871			7.5 %
	Net Expenditure over Income	0	1,993	22,700	20,707			
211	Market							
4000	Salaries	0	0	2,300	2,300		2,300	0.0 %
4060	Courses and Conferences	0	0	500	500		500	0.0 %
4460	Subscriptions	0	0	300	300		300	0.0 %
	Market :- Expenditure	0	0	3,100	3,100	0	3,100	0.0 %
1400	Market Fees	0	2,053	15,000	-12,947			13.7 %
	Market :- Income	0	2,053	15,000	-12,947			13.7 %
	Net Expenditure over Income	0	-2,053	-11,900	-9,847			

Summary Income & Expenditure by Budget Heading 01/06/2014

Month No : 3

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
<u>Administration and Civic</u>							
Expenditure	1,116	76,275	315,315	239,040	0	239,040	24.2 %
Income	0	513,928	519,088	-5,160			99.0 %
Net Expenditure over Income	1,116	-437,653	-203,773	233,880			
<u>Property and Grounds</u>							
Expenditure	3,790	56,159	409,875	353,716	0	353,716	13.7 %
Income	143	23,305	189,401	-166,096			12.3 %
Net Expenditure over Income	3,648	32,854	220,474	187,620			
<u>Hall</u>							
Expenditure	1,082	5,701	35,850	30,149	0	30,149	15.9 %
Income	2,060	3,102	20,000	-16,898			15.5 %
Net Expenditure over Income	-979	2,599	15,850	13,251			
<u>CCTV</u>							
Expenditure	34	2,921	26,840	23,919	0	23,919	10.9 %
Income	0	0	0	0			0.0 %
Net Expenditure over Income	34	2,921	26,840	23,919			
<u>Events</u>							
Expenditure	0	0	0	0	0	0	10.9 %
Income	0	0	0	0			0.0 %
Net Expenditure over Income	0	0	0	0			
<u>Earmarked Reserves</u>							
Expenditure	245	245	0	-245	0	-245	0.0 %
Income	0	0	0	0			0.0 %
Net Expenditure over Income	245	245	0	-245			
<u>INCOME - EXPENDITURE TOTALS</u>							
Expenditure	6,266	141,302	787,880	646,578	0	646,578	17.9 %
Income	2,203	540,335	728,489	-188,154			74.2 %
Net Expenditure over Income	4,063	-399,033	59,391	458,424			

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
	100	Debtors Control Account	48,639.69	
	120	VAT Control Account	34,938.97	
	200	Bank Account - Number 1	900,022.89	
	210	Petty Cash	500.00	
	221	Bank Deposit Account 2	462,224.39	
	310	General Fund		692,535.11
	320	Earmarked Reserves		274,440.00
	370	Useable Capital Receipts		25,000.00
	500	Creditors Control Account		51,534.10
	515	PAYE/NIC Control Account		1,894.90
	520	Nett Wages Control Account	7.64	
	560	Receipts in Advance		1,656.00
	565	Security Deposits		240.00
	Total :-	Balance Sheet & Non Centre A/cs	1,446,333.58	1,047,300.11
101 Central Costs	1870	Interest Received	650.00	
	1900	Precept		513,988.00
	4000	Salaries	24,703.66	
	4001	National Insurance Costs	1,780.61	
	4002	Pension Costs	7,484.72	
	4030	Staff Training		650.00
	4040	Travel and Subsistence	154.40	
	4080	Health and Safety	12.00	
	4120	Heat and Light		39.59
	4180	Equipment Repairs	2.92	
	4204	Maintenance General	585.00	
	4400	Stationery	812.74	
	4405	Equipment Leasing/Hire	1,210.00	
	4420	Newsletter	575.44	
	4425	Advertising	1,150.88	
	4426	Adverts - Recruitment	153.00	
	4440	Telephone	539.84	
	4455	Postage	427.23	
	4460	Subscriptions	2,437.81	
	4480	Computing Costs	2,409.60	
	4550	Bank Charges	94.16	
	4555	Legal Costs	6,184.80	
	4560	Accountancy		4,700.40
	4580	Audit	2,000.00	
	4585	Professional Costs	9,994.20	
	4899	Miscellaneous	10.93	

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
Total :-	101	Central Costs	63,373.94	519,377.99
110 Civic and Democratic	4530	Hospitality	31.46	
	4535	Civic and Ceremonial	3,544.82	
Total :-	110	Civic and Democratic	3,576.28	0.00
120 Grants	1700	Grants Received		590.00
	4293	Floodlighting-2	126.65	
	4800	Grants - Others	6,488.50	
	4850	Grants - Section 137	7,550.00	
	4950	Capital Expenditure	1,200.00	
Total :-	120	Grants	15,365.15	590.00
205 The House	1000	Lettings	1,560.50	
	1033	Lettings-House 3		1,547.50
	1050	Recharge	50.00	
	4110	Rates	1,538.30	
	4115	Water Rates		173.91
	4120	Heat and Light	408.10	
	4150	Cleaning Contract	270.48	
	4155	Cleaning Materials	568.12	
	4170	Repairs	43.50	
	4185	Equipment	13.31	
Total :-	205	The House	4,452.31	1,721.41
206 The House Annexe	1000	Lettings		10.50
	4120	Heat and Light		725.59
	4170	Repairs	8.33	
Total :-	206	The House Annexe	8.33	736.09
210 Town Hall	1000	Lettings		22.00
	1415	Refreshments Income		297.04
	1460	Sales		81.68
	1701	Donations Received		78.17
	4000	Salaries	332.28	
	4110	Rates	1,212.80	
	4120	Heat and Light	263.51	
	4150	Cleaning Contract	91.33	
	4170	Repairs	250.22	
	4185	Equipment	133.91	

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
	4750	Refreshments and Merchandise	187.63	
	Total :-	210 Town Hall	2,471.68	478.89
211 Market	1400	Market Fees		2,053.20
	Total :-	211 Market	0.00	2,053.20
220 The Street	4110	Rates	681.79	
	4120	Heat and Light	10.00	
	4173	Repairs-West Street	214.57	
	4585	Professional Costs	473.00	
	Total :-	220 The Street	1,379.36	0.00
230 Cemetery	1100	Cemetery Fees		7,175.00
	4030	Staff Training	240.00	
	4120	Heat and Light	545.57	
	4155	Cleaning Materials	69.50	
	4157	Waste Disposal Litter	98.30	
	4170	Repairs	24.75	
	4480	Computing Costs	275.00	
	Total :-	230 Cemetery	1,253.12	7,175.00
231 Cemetery Lodge	1000	Lettings		260.00
	4170	Repairs	70.40	
	Total :-	231 Cemetery Lodge	70.40	260.00
249 Other Properties	1040	Lettings-House 4		1,750.00
	Total :-	249 Other Properties	0.00	1,750.00
250 Grounds	4000	Salaries	30,709.45	
	4001	National Insurance Costs	1,018.20	
	4030	Staff Training	235.00	
	4040	Travel and Subsistence	63.00	
	4070	Workwear	73.10	
	4155	Cleaning Materials	32.58	
	4157	Waste Disposal Litter	1,200.00	
	4180	Equipment Repairs	150.25	
	4181	Bench Repairs	43.91	
	4201	Grounds Stock	98.20	
	4300	Motor Vehicle Repairs	448.80	
	4330	Fuel	2,153.11	

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
	4340	Motor Tax	420.00	
	4440	Telephone	523.87	
	4899	Miscellaneous	141.63	
	Total :-	250 Grounds	37,311.10	0.00
255 Allotments	1080	Allotment Fees		30.00
	Total :-	255 Allotments	0.00	30.00
260 The Park	1412	Pitch Cutting		120.00
	1450	Car Parking Fees		7,443.04
	4025	Car Park Attendant	3,545.25	
	4110	Rates	59.08	
	4204	Maintenance General	65.42	
	4210	Maintenance - Car Park Eqpt	4,123.94	
	4215	Hire/Maintenance-SP Toilets	450.00	
	4555	Legal Costs		66.00
	4720	Licences	70.00	
	Total :-	260 The Park	8,313.69	7,629.04
265 Castle Grounds	1800	Miscellaneous Income	1,080.00	
	4120	Heat and Light	67.44	
	4170	Repairs	168.00	
	4204	Maintenance General	628.23	
	Total :-	265 Castle Grounds	1,943.67	0.00
290 Other Open Spaces	1042	Lettings-House 5		3,250.00
	1044	Lettings-House 6		660.00
	1070	Bandon Lane Rent		1,200.00
	1800	Miscellaneous Income		17.65
	4200	Grounds Planting	50.00	
	Total :-	290 Other Open Spaces	50.00	5,127.65
291 Town Services	4156	Bus Shelters	20.00	
	4290	Street Lighting Electric	1,777.81	
	4291	Street Lighting Maintenance	764.02	
	Total :-	291 Town Services	2,561.83	0.00
299 Castle Hall	1000	Lettings		3,101.95
	4000	Salaries	1,880.33	
	4110	Rates	1,363.90	

At : 09:02

Trial Balance for Month No: 3

User : SS

Trial Balance by Cost Centre

	<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
	4115	Water Rates	273.76	
	4120	Heat and Light	1,100.93	
	4150	Cleaning Contract	30.00	
	4155	Cleaning Materials	369.58	
	4157	Waste Disposal Litter	60.90	
	4170	Repairs	82.83	
	4180	Equipment Repairs	295.00	
	4440	Telephone	39.00	
	4720	Licences	204.82	
	Total :-	299 Castle Hall	5,701.05	3,101.95
301 CCTV	4000	Salaries	1,645.17	
	4110	Rates	887.65	
	4120	Heat and Light		57.70
	4170	Repairs	100.44	
	4400	Stationery	138.49	
	4440	Telephone	207.16	
	Total :-	301 CCTV	2,978.91	57.70
901 Earmarked Reserves	4914	Cemetery Costs	244.63	
	Total :-	901 Earmarked Reserves	244.63	0.00
Trial Balance Total :			1,597,389.03	1,597,389.03
Difference :			0.00	

Date 06/11/2014

Any Parish / Town Council

Page No 1

Time 09:04

Nominal Ledger Report by ACCOUNT

User :SS

A/c Code	4150	Cleaning Contract					Annual Budget	5,500
Centre	205	The House					Committed	0
Code	Centre	Month	Date	Reference	Source	Transaction	Debit	Credit
Opening Balance							0.00	
4150	205	1	31/03/2014	79	Journal	Late invoice		556.25
4150	205	1	04/04/2014	MAC001	Purchase Ledger	0048a-Cleaning	556.25	
4150	205	1	28/04/2014	MAC001	Purchase Ledger	0050b Cleaning	262.48	
4150	205	2	19/04/2014	PC028	Cashbook	PC028-Window Cleaning C House	4.00	
4150	205	2	01/05/2014	PC046	Cashbook	PC046-Window Cleaning	4.00	
Account Cleaning Contract							826.73	556.25
Account Totals								
Centre The House							Net Balance Month 3	270.48

A/c Code	4150	Cleaning Contract					Annual Budget	3,200
Centre	210	Town Hall					Committed	0
Code	Centre	Month	Date	Reference	Source	Transaction	Debit	Credit
Opening Balance							0.00	
4150	210	1	31/03/2014	79	Journal	Late invoice		794.15
4150	210	1	04/04/2014	MAC001	Purchase Ledger	0048b- Cleaning	356.05	
4150	210	1	04/04/2014	MAC001	Purchase Ledger	0048c- TH Cleaning	328.10	
4150	210	1	28/04/2014	MAC001	Purchase Ledger	0050a Cleaning	58.43	
4150	210	2	04/04/2014	MAC001	Purchase Ledger	0048d-TH Cleaning	110.00	
4150	210	2	25/04/2014	MAC001	Purchase Ledger	0049a-TH Cleaning materials	29.73	
4150	210	2	28/05/2014	PC063	Cashbook	PC063-Various	1.12	
4150	210	2	28/05/2014	PC063	Cashbook	PC063-Various	2.05	
Account Cleaning Contract							885.48	794.15
Account Totals								
Centre Town Hall							Net Balance Month 3	91.33

A/c Code	4150	Cleaning Contract					Annual Budget	0
Centre	299	Castle Hall					Committed	0
Code	Centre	Month	Date	Reference	Source	Transaction	Debit	Credit
Opening Balance							0.00	
4150	299	2	19/04/2014	PC028	Cashbook	PC028-Window Cleaning C Hall	15.00	
4150	299	2	01/05/2014	PC046	Cashbook	PC046-Window Cleaning	15.00	
Account Cleaning Contract							30.00	0.00
Account Totals								
Centre Castle Hall							Net Balance Month 3	30.00

Section 4

Year End Reports

Statutory Income and Expenditure

Statutory Balance Sheet

Annual Return - Summary

Annual Return - Detail

Consolidated Bank Reconciliation

Reserves Reconciliation

Any Parish / Town Council

Income and Expenditure Account for Year Ended 31st March 2015

31st March 2014

31st March 2015

	Income Summary	
520,000	Precept	513,988
520,000	Sub Total	513,988
	Operating Income	
28,563	Central Costs	-650
85	Civic and Democratic	0
0	Grants	590
13,121	The House	-63
603	The House Annexe	11
6,521	Town Hall	479
22,219	Market	2,053
0	The Gate	0
0	The Street	0
46,906	Cemetery	7,175
1,560	Cemetery Lodge	260
15,000	Other Properties	1,750
50	Grounds	0
819	Allotments	30
49,213	The Park	7,563
1,200	Castle Grounds	-1,080
40,128	Other Open Spaces	5,128
19,043	Castle Hall	3,102
0	CCTV	0
765,031	Total Income	540,335
	Running Costs	
351,608	Central Costs	57,334
8,028	Civic and Democratic	3,576
13,682	Grants	15,365
13,516	The House	2,668
994	The House Annexe	-717
9,892	Town Hall	2,472
321	Market	0
163	The Gate	0
2,635	The Street	1,379
11,060	Cemetery	1,253
2,567	Cemetery Lodge	70
1,457	Amenities Block	0
1,936	Other Properties	0
222,432	Grounds	37,311
149	Allotments	0
33,498	The Park	8,248
1,132	Castle Grounds	864
19,742	Other Open Spaces	50
31,002	Town Services	2,562
30,119	Castle Hall	5,701
2,209	Play Leadership	0
20,462	CCTV	2,921
1,820	Events	0
5,381	Earmarked Reserves	245
785,806	Total Expenditure	141,302

Any Parish / Town Council

Income and Expenditure Account for Year Ended 31st March 2015

31st March 2014

31st March 2015

General Fund Analysis

762,747	Opening Balance	692,535
765,031	Plus : Income for Year	540,335
<hr/>		<hr/>
1,527,778		1,232,870
785,806	Less : Expenditure for Year	141,302
<hr/>		<hr/>
741,972		1,091,569
49,437	Transfers TO / FROM Reserves	0
<hr/>		<hr/>
692,535	Closing Balance	1,091,569
<hr/>		<hr/>

31st March 2014

31st March 2015

Current Assets

37,533	Debtors Control Account	48,640
6,115	Miscellaneous Debtors	0
26,108	VAT Control Account	34,939
275	Prepayments	0
545,475	Bank Account - Number 1	900,023
54	Petty Cash	500
462,224	Bank Deposit Account 2	462,224

1,077,786**1,446,326****1,077,786 Total Assets****1,446,326****Current Liabilities**

54,540	Creditors Control Account	51,534
8,153	PAYE/NIC Control Account	1,895
5,845	Pension Control Account	0
48	Unison Control Account	0
0	Nett Wages Control Account	-8
15,228	Accruals	0
1,656	Receipts in Advance	1,656
340	Security Deposits	240

85,811**55,317****991,975 Total Assets Less Current Liabilities****1,391,009****Represented By**

692,535	General Fund	1,091,569
274,440	Earmarked Reserves	274,440
25,000	Useable Capital Receipts	25,000

991,975**1,391,009**

The above statement represents fairly the financial position of the authority as at 31st March 2015 and reflects its Income and Expenditure during the year.

Signed :

Chairman

Date : _____

Signed :

Responsible

Financial

Officer

Date : _____

LOCAL COUNCILS IN ENGLAND AND WALES

ANNUAL RETURN

FOR THE YEAR ENDED 31 March 2015

Any Parish / Town Council

SECTION 1 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer

Date

I confirm that these accounts are approved by the Council and recorded as council minute reference

Dated

Signed on behalf of the above Council (Chair)

Date

Last Year £

This Year £

General Notes for Guidance

1	Balances brought forward	1,012,750	991,975	Total balances & reserves at the beginning of the year as recorded in the Council Financial Records
2	Annual Precept	520,000	513,988	Total amount of Precept income received in the year
3	Total other receipts	245,031	26,347	Total income or receipts as recorded in the cashbook minus the Precept
4	Staff costs	445,828	69,554	Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses
5	Loan interest/Capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the Council borrowings
6	Total other payments	339,978	71,747	Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5)
7	Balances carried forward	991,975	1,391,009	Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)]
8	Total Cash & Investments	1,007,753	1,362,747	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March
9	Total Fixed Assets	2,355,084	2,350,706	The recorded current book value at 31 March of all tangible fixed assets owned by the Council as recorded in the asset register
10	Total Borrowings	0	0	The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB)

The following documents should accompany the accounts when submitted to the auditor:

- * A brief explanation of significant variations from last year to this year in Section 1;
- * Bank Reconciliation as at 31 March

Working details for ANNUAL RETURN - Year ended 31 March 2015

		<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
1		762,747	692,535	310	0	General Fund
1		250,003	274,440	320	0	Earmarked Reserves
1		0	25,000	370	0	Useable Capital Receipts
1	Balances brought forward	1,012,750	991,975	Total balances & reserves at the begining of the year as recorded in the Council Financial Records		
2		520,000	513,988	1900	101	Precept
2	Annual Precept	520,000	513,988	Total amount of Precept income received in the year		
3		85	0	1000	110	Lettings
3		1,776	-1,561	1000	205	Lettings
3		603	11	1000	206	Lettings
3		449	22	1000	210	Lettings
3		1,560	260	1000	231	Lettings
3		-28	0	1000	260	Lettings
3		19,043	3,102	1000	299	Lettings
3		8,000	0	1031	249	Lettings-House 1
3		4,247	0	1032	205	Lettings-House 2
3		6,436	1,548	1033	205	Lettings-House 3
3		7,000	1,750	1040	249	Lettings-House 4
3		13,052	3,250	1042	290	Lettings-House 5
3		1,320	660	1044	290	Lettings-House 6
3		1,860	0	1045	290	Lettings-House 7
3		662	-50	1050	205	Recharge
3		7,100	0	1067	290	SC Maintenance-Grass Cutting
3		500	1,200	1070	290	Bandon Lane Rent
3		819	30	1080	255	Allotment Fees
3		45,956	7,175	1100	230	Cemetery Fees
3		950	0	1120	230	Plant Sponsorship
3		9,158	0	1120	290	Plant Sponsorship
3		22,219	2,053	1400	211	Market Fees
3		5,755	0	1405	290	Grounds Maintenance Income
3		9,275	0	1410	260	Concessions
3		2,814	0	1411	260	Licences and Rents
3		564	120	1412	260	Pitch Cutting
3		5,006	297	1415	210	Refreshments Income
3		52	0	1430	101	Photocopying Income
3		36,587	7,443	1450	260	Car Parking Fees
3		793	0	1455	290	Fishing Fees
3		477	82	1460	210	Sales
3		0	590	1700	120	Grants Received
3		588	78	1701	210	Donations Received
3		484	0	1800	101	Miscellaneous Income
3		50	0	1800	250	Miscellaneous Income
3		1,200	-1,080	1800	265	Miscellaneous Income

Continued on Page 2

Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
3	590	18	1800	290	Miscellaneous Income
3	3,027	-650	1870	101	Interest Received
3	25,000	0	1960	101	Sales of fixed assets
3	245,031	26,347	Total income or receipts as recorded in the cashbook minus the Precept		
4	173,831	24,704	4000	101	Salaries
4	0	332	4000	210	Salaries
4	174,731	30,709	4000	250	Salaries
4	10,684	1,880	4000	299	Salaries
4	10,866	1,645	4000	301	Salaries
4	3,476	1,781	4001	101	National Insurance Costs
4	12,546	1,018	4001	250	National Insurance Costs
4	110	0	4001	301	National Insurance Costs
4	53,146	7,485	4002	101	Pension Costs
4	2,371	0	4002	250	Pension Costs
4	2,383	0	4211	290	Meadow-Bailiff
4	1,683	0	4492	300	Playscheme Wages
4	445,828	69,554	Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses		
5	0	0	Total expenditure or payments of capital and interest made during the year on the Council borrowings		
6	551	3,545	4025	260	Car Park Attendant
6	2,325	-650	4030	101	Staff Training
6	0	240	4030	230	Staff Training
6	0	235	4030	250	Staff Training
6	283	0	4031	110	Training - Members
6	2,014	0	4032	110	Election Expenses
6	1,872	154	4040	101	Travel and Subsistence
6	25	0	4040	110	Travel and Subsistence
6	72	63	4040	250	Travel and Subsistence
6	270	0	4060	101	Courses and Conferences
6	426	0	4060	110	Courses and Conferences
6	1,329	73	4070	250	Workwear
6	0	12	4080	101	Health and Safety
6	240	0	4080	230	Health and Safety
6	315	0	4080	250	Health and Safety
6	7,395	0	4090	101	Personnel Costs
6	1	0	4100	215	Rent
6	100	0	4100	255	Rent
6	18,150	0	4100	260	Rent
6	2,277	1,538	4110	205	Rates
6	2,318	1,213	4110	210	Rates
6	410	682	4110	220	Rates

Continued on Page 3

Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
6	114	59	4110	260	Rates
6	2,608	1,364	4110	299	Rates
6	0	888	4110	301	Rates
6	528	-174	4115	205	Water Rates
6	83	0	4115	206	Water Rates
6	263	0	4115	210	Water Rates
6	92	0	4115	215	Water Rates
6	-350	0	4115	260	Water Rates
6	96	0	4115	265	Water Rates
6	675	274	4115	299	Water Rates
6	120	0	4115	301	Water Rates
6	550	-40	4120	101	Heat and Light
6	2,757	408	4120	205	Heat and Light
6	851	-726	4120	206	Heat and Light
6	1,327	264	4120	210	Heat and Light
6	258	10	4120	220	Heat and Light
6	332	546	4120	230	Heat and Light
6	1,366	0	4120	235	Heat and Light
6	248	67	4120	265	Heat and Light
6	5,744	1,101	4120	299	Heat and Light
6	220	-58	4120	301	Heat and Light
6	24,183	0	4130	101	Insurance
6	2,580	0	4130	301	Insurance
6	3,986	270	4150	205	Cleaning Contract
6	51	0	4150	206	Cleaning Contract
6	2,211	91	4150	210	Cleaning Contract
6	1,192	30	4150	299	Cleaning Contract
6	60	0	4150	301	Cleaning Contract
6	44	0	4155	101	Cleaning Materials
6	249	568	4155	205	Cleaning Materials
6	14	0	4155	210	Cleaning Materials
6	0	70	4155	230	Cleaning Materials
6	444	33	4155	250	Cleaning Materials
6	509	370	4155	299	Cleaning Materials
6	14	0	4155	301	Cleaning Materials
6	140	20	4156	291	Bus Shelters
6	47	0	4157	101	Waste Disposal Litter
6	170	98	4157	230	Waste Disposal Litter
6	4,707	1,200	4157	250	Waste Disposal Litter
6	607	61	4157	299	Waste Disposal Litter
6	3,573	44	4170	205	Repairs
6	8	8	4170	206	Repairs
6	1,902	250	4170	210	Repairs
6	70	0	4170	215	Repairs
6	198	25	4170	230	Repairs

Continued on Page 4

Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
6	2,517	70	4170	231	Repairs
6	4	0	4170	235	Repairs
6	153	168	4170	265	Repairs
6	5,579	83	4170	299	Repairs
6	792	100	4170	301	Repairs
6	919	0	4171	249	Repairs-High Street
6	266	0	4172	249	Repairs-Properties
6	1,249	215	4173	220	Repairs-West Street
6	87	0	4173	235	Repairs-West Street
6	241	0	4173	249	Repairs-West Street
6	4,956	0	4175	301	Maintenance Contract
6	425	3	4180	101	Equipment Repairs
6	5,552	150	4180	250	Equipment Repairs
6	1,693	295	4180	299	Equipment Repairs
6	256	44	4181	250	Bench Repairs
6	3,032	0	4185	101	Equipment
6	146	13	4185	205	Equipment
6	0	134	4185	210	Equipment
6	1,921	0	4185	230	Equipment
6	3,807	0	4185	250	Equipment
6	1,820	0	4185	302	Equipment
6	29	0	4186	250	Grounds Office Equipment
6	444	0	4200	230	Grounds Planting
6	47	0	4200	250	Grounds Planting
6	9,438	50	4200	290	Grounds Planting
6	1,724	98	4201	250	Grounds Stock
6	956	0	4201	290	Grounds Stock
6	0	585	4204	101	Maintenance General
6	49	0	4204	255	Maintenance General
6	2,590	65	4204	260	Maintenance General
6	636	628	4204	265	Maintenance General
6	650	0	4204	290	Maintenance General
6	854	0	4205	290	Meadow
6	140	0	4206	290	Bee Lane
6	195	0	4207	290	Quayside
6	4,674	0	4208	290	La Gardens
6	901	4,124	4210	260	Maintenance - Car Park Eqpt
6	2,072	450	4215	260	Hire/Maintenance-SP Toilets
6	339	0	4230	250	Play Area Maintenance
6	400	0	4230	290	Play Area Maintenance
6	7,193	1,778	4290	291	Street Lighting Electric
6	5,160	764	4291	291	Street Lighting Maintenance
6	-400	0	4292	120	Floodlighting-1
6	260	127	4293	120	Floodlighting-2
6	2,474	449	4300	250	Motor Vehicle Repairs

Continued on Page 5

Working details for ANNUAL RETURN - Year ended 31 March 2015

	<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
6	5,815	2,153	4330	250	Fuel
6	600	420	4340	250	Motor Tax
6	3,226	813	4400	101	Stationery
6	82	0	4400	211	Stationery
6	46	0	4400	250	Stationery
6	54	0	4400	260	Stationery
6	52	0	4400	290	Stationery
6	44	138	4400	301	Stationery
6	749	0	4402	230	Cemetery Mapping/Leaflets
6	2,089	1,210	4405	101	Equipment Leasing/Hire
6	4,090	0	4405	230	Equipment Leasing/Hire
6	1,237	0	4405	250	Equipment Leasing/Hire
6	65	0	4405	299	Equipment Leasing/Hire
6	5,179	575	4420	101	Newsletter
6	1,130	1,151	4425	101	Advertising
6	691	0	4425	250	Advertising
6	220	0	4425	260	Advertising
6	250	0	4425	291	Advertising
6	412	153	4426	101	Adverts - Recruitment
6	225	0	4435	299	Marketing
6	2,269	540	4440	101	Telephone
6	1,530	524	4440	250	Telephone
6	218	39	4440	299	Telephone
6	701	207	4440	301	Telephone
6	2,206	427	4455	101	Postage
6	4,766	2,438	4460	101	Subscriptions
6	239	0	4460	211	Subscriptions
6	2,151	2,410	4480	101	Computing Costs
6	1,100	275	4480	230	Computing Costs
6	276	0	4490	300	Playscheme Stationery
6	250	0	4491	300	Playscheme Venue Hire
6	2,215	0	4500	110	Mayor's Allowance
6	340	0	4501	110	Deputy Mayor's Allowance
6	300	31	4530	110	Hospitality
6	2,249	3,545	4535	110	Civic and Ceremonial
6	233	94	4550	101	Bank Charges
6	40,357	6,185	4555	101	Legal Costs
6	581	0	4555	220	Legal Costs
6	250	0	4555	250	Legal Costs
6	396	-66	4555	260	Legal Costs
6	4,600	-4,700	4560	101	Accountancy
6	2,780	2,000	4580	101	Audit
6	5,410	9,994	4585	101	Professional Costs
6	137	473	4585	220	Professional Costs
6	510	0	4585	249	Professional Costs

Continued on Page 6

Working details for ANNUAL RETURN - Year ended 31 March 2015

		<u>Last Year £</u>	<u>This Year £</u>	<u>Code and</u>	<u>Centre</u>	<u>Code Description</u>
6		600	0	4585	250	Professional Costs
6		50	0	4587	231	Surveyor's Costs
6		18,259	0	4640	291	Christmas Lighting
6		0	70	4720	260	Licences
6		399	205	4720	299	Licences
6		1	0	4750	206	Refreshments and Merchandise
6		1,856	188	4750	210	Refreshments and Merchandise
6		5,168	6,489	4800	120	Grants - Others
6		1,500	0	4810	120	Grants - Twinning
6		176	0	4850	110	Grants - Section 137
6		7,153	7,550	4850	120	Grants - Section 137
6		4,070	0	4890	101	Non Reclaimable VAT
6		244	0	4895	230	Memorial Trees & Benches Costs
6		130	11	4899	101	Miscellaneous
6		1,570	0	4899	230	Miscellaneous
6		920	142	4899	250	Miscellaneous
6		-79	0	4899	299	Miscellaneous
6		3,500	0	4900	901	Replacement Vehicle Fund
6		611	0	4901	901	Replacement Equipment Fund
6		1,141	0	4913	901	Equipment replacement
6		0	245	4914	901	Cemetery Costs
6		79	0	4915	901	Street Lighting Maintenance
6		50	0	4918	901	CCTV Costs
6		0	1,200	4950	120	Capital Expenditure
6		8,800	0	4950	260	Capital Expenditure
6	Total other payments	339,978	71,747	Total expenditure or payments as recorded in the cashbook minus employment costs(Line 4) and loan / interest expenditure / payments(Line 5)		
7	Balances carried forwrd	991,975	1,391,009	Total balances and reserves at the end of the year.[Must equal (1+2+3)-(4+5+6)]		
8		545,475	900,023	200	0	Bank Account - Number 1
8		54	500	210	0	Petty Cash
8		462,224	462,224	221	0	Bank Deposit Account 2
8	Total Cash & Investments	1,007,753	1,362,747	The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March		
9		2,355,084	2,350,706	9	0	Total Fixed Assets
9	Total Fixed Assets	2,355,084	2,350,706	The recorded current book value at 31 March of all tangible fixed assets owned by the Council as recorded in the asset register		
10	Total Borrowings	0	0	The outstanding capital balances as at 31 March of all loans from third parties(usually PWLB)		

Any Parish / Town Council

Bank - Cash and Investment Reconciliation as at 1 June 2014

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	HSBC Current A/c	2,500.00
1	HSBC Deposit a/c	929,000.65
2	Business Card	0.00
3	Cash in Hand	285.84
		931,786.49
<u>Other Bank & Cash Balances</u>		
	Bank Deposit Account 1	0.00
	Bank Deposit Account 2	462,224.39
	Cash Book Suspense	0.00
		462,224.39
		1,394,010.88
<u>Unpresented Payments</u>		
1	31/05/2014 118524	1,200.00
1	31/05/2014 118525	400.00
1	31/05/2014 118526	1,000.00
1	31/05/2014 118527	1,000.00
1	31/05/2014 118528	500.00
1	31/05/2014 118529	1,500.00
1	31/05/2014 118530	3,000.00
1	31/05/2014 118531	150.00
1	31/05/2014 118532	200.00
1	31/05/2014 118533	1,200.00
1	31/05/2014 118534	200.00
1	31/05/2014 118535	500.00
1	31/05/2014 118536	2,000.00
1	31/05/2014 118537	150.00
1	31/05/2014 118538	2,000.00
		15,000.00
		1,379,010.88
<u>Receipts not on Bank Statement</u>		
0	01/06/2014 All Receipts Cleared	0.00
		0.00
Closing Balance		1,379,010.88
<u>All Cash & Bank Accounts</u>		
	Bank Account - Number 1	916,500.65
	Business Card Account	0.00
	Petty Cash	285.84
	Other Bank & Cash Balances	462,224.39
Total Bank & Cash Balances		1,379,010.88

Any Parish / Town Council

Working Detail for Reserves Reconciliation for ANNUAL RETURN 1 June 2014

	<u>Code</u>	<u>Description</u>	<u>Last Year £</u>	<u>This Year £</u>
		Total Reserves	991,975.11	1,391,008.58
2	100	Debtors Control Account	37,533.49	48,639.69
2	105	Miscellaneous Debtors	6,115.38	0.00
2	120	VAT Control Account	26,108.47	34,938.97
2	130	Prepayments	275.00	0.00
		Less Total Debtors	70,032.34	83,578.66
3	500	Creditors Control Account	54,539.88	51,534.10
3	515	PAYE/NIC Control Account	8,152.95	1,894.90
3	516	Pension Control Account	5,845.29	0.00
3	517	Unison Control Account	48.00	0.00
3	520	Nett Wages Control Account	0.00	-7.64
3	530	Accruals	15,228.42	0.00
3	560	Receipts in Advance	1,656.00	1,656.00
3	565	Security Deposits	340.00	240.00
		Plus Total Creditors	85,810.54	55,317.36
		Equals Total Cash and Bank Accounts	1,007,753.31	1,362,747.28
5	200	Bank Account - Number 1	545,475.24	900,022.89
5	210	Petty Cash	53.68	500.00
5	221	Bank Deposit Account 2	462,224.39	462,224.39
		Total Cash and Bank Accounts	1,007,753.31	1,362,747.28

Section 5

Vat Return

Special Vat Return

Business Vat Return

Vat Transaction Summary

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
Cashbook				
05/04/2014	490 8287 13	Litter & office items	Any Parish / Town Council	7.53
05/04/2014	920 9508 27	Annual maintenance charge	Any Parish / Town Council	42.00
05/04/2014	729 0449 24	February inspection	Any Parish / Town Council	20.60
05/04/2014	232 6481 73	Diesel	Any Parish / Town Council	212.40
05/04/2014	899 3052 76	Dog bin service for March	Any Parish / Town Council	82.92
05/04/2014	685 6443 93	Annual Subscription	Any Parish / Town Council	221.96
05/04/2014		Floodlight electricity	Any Parish / Town Council	14.43
05/04/2014	536 1533 57	OMHMC to be reimbursed	Any Parish / Town Council	12.03
06/04/2014	473 5230 53	LPG/unleaded fuel	Any Parish / Town Council	5.96
12/04/2014	641 9438 26	Chainsaw course fees	Any Parish / Town Council	52.00
12/04/2014	200 7288 95	Ground maintenance item	Any Parish / Town Council	2.84
12/04/2014	232 6481 73	Fuel	Any Parish / Town Council	212.40
12/04/2014	945 7954 67	OMHMC to be reimbursed	Any Parish / Town Council	2.89
12/04/2014	785 4156 01	OMHMC to be reimbursed	Any Parish / Town Council	12.87
12/04/2014	490 8287 13	OMHMC to be reimbursed	Any Parish / Town Council	22.08
17/04/2014	245 7193 48	Office telephone bill	Any Parish / Town Council	18.17
18/04/2014	744 0320 68	Broadband fee	Any Parish / Town Council	2.55
19/04/2014	785 4156 01	March bin service	Any Parish / Town Council	12.87
19/04/2014	729 0449 24	March inspection	Any Parish / Town Council	20.60
19/04/2014	195 2974 18	Ground maintenance items	Any Parish / Town Council	13.50
19/04/2014	927 2657 03	Stationery	Any Parish / Town Council	6.47
19/04/2014	553 7696 03	Street lights at rec gnd 11/12	Any Parish / Town Council	9.41
19/04/2014	393 0954 30	Various + OMH reimburse	Any Parish / Town Council	31.56
04/05/2014	910 2113 92	Printer consumables	Any Parish / Town Council	2.69
04/05/2014	473 5230 53	LPG/unleaded fuel	Any Parish / Town Council	11.27
10/05/2014	910 2113 92	Computer consumables	Any Parish / Town Council	2.19
10/05/2014	520 4856 61	Fertiliser	Any Parish / Town Council	343.70
10/05/2014	899 3052 76	April dog bin service	Any Parish / Town Council	82.92
10/05/2014	685 510 227	Skatepark repair mortar	Any Parish / Town Council	76.47
10/05/2014	684 9667 62	OMHMC to be reimbursed	Any Parish / Town Council	118.27
10/05/2014	440 6342 76	OMHMC to be reimbursed	Any Parish / Town Council	54.08
11/05/2014	752 5390 27	Website fees	Any Parish / Town Council	10.79
16/05/2014	744 0320 68	Broadband fee	Any Parish / Town Council	2.55
17/05/2014	200 7288 95	Ground maintenance items	Any Parish / Town Council	12.12
17/05/2014	533 2605 71	Play carpet sand	Any Parish / Town Council	27.53
17/05/2014	729 0449 24	April inspection	Any Parish / Town Council	20.60
17/05/2014	785 4156 01	Bin service for April	Any Parish / Town Council	10.58
17/05/2014	785 4156 01	Bin service for April	Any Parish / Town Council	-10.58
17/05/2014	785 4156 01	April bin serv + OMH reimb	Any Parish / Town Council	21.16
17/05/2014	945 7954 67	OMHMC to be reimbursed	Any Parish / Town Council	2.87
24/05/2014	578 2016 32	Photocopier maintenance	Any Parish / Town Council	5.62
24/05/2014	983 5177 81	Topsoil for ground maint	Any Parish / Town Council	27.00
24/05/2014	684 9667 62	OMHMC to be reimbursed	Any Parish / Town Council	164.09

Date of Invoice	Suppliers VAT Reg No	Description of Supply	To whom addressed	VAT Paid
31/05/2014	684 9667 62	Tractor shed electricity	Any Parish / Town Council	4.61
Total VAT Detail from Cashbook				2,030.57

I
(Full name in BLOCK LETTERS)

am claiming a refund of two thousand and thirty pounds and 57 pence
(Pounds in words pence in figures)

£ 2,030.57

which is the VAT charged on goods and services bought for non-business activities. *The tax claimed includes VAT incurred for exempt business activities which can be reclaimed under paragraph 5.5 of Notice 749 (April 2002).

The body named above makes no taxable supplies and is not registered for VAT, if requested I will produce tax invoices to support this claim.

Signature Date
(Designated responsible officer)

*Delete as appropriate

Data Protection Act 1998

HM Revenue & Customs collects information in order to administer the taxes for which it is responsible (such as VAT, insurance premium tax, excise duties, air passenger duty, landfill tax), and for detecting and preventing crime.

Where the law permits we may also get information about you from third parties, or give information to them, for example in order to check its accuracy, prevent or detect crime or protect public funds in other ways. These third parties may include the police, other government departments and agencies.

Date: 06/11/2014

Time: 09:37

End Date of VAT Assessment Period: 30th June 2014

User : SS

<u>Source</u>	<u>Ledger</u>	<u>Ref No</u>	<u>Month</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
Output Details							
Cashbook	1	7	1		92.13	92.13	0.00
Cashbook	3	1	1		32.62	32.62	0.00
Cashbook	2	1	1		14.58	14.58	0.00
Cashbook	1	9	1		3.45	3.45	0.00
Cashbook	1	8	1		147.00	147.00	0.00
Cashbook	1	6	1		174.79	174.79	0.00
Cashbook	1	5	1		14.43	14.43	0.00
Cashbook	1	4	1		250.00	250.00	0.00
Cashbook	1	3	1		83.50	83.50	0.00
Cashbook	1	2	1		80.00	80.00	0.00
Cashbook	1	1	1		120,906.20	120,906.20	0.00
Cashbook	1	1	2		488.26	488.26	0.00
Cashbook	1	2	2		387.38	387.38	0.00
Cashbook	1	3	2		1,779.10	1,779.10	0.00
Cashbook	1	4	2		1,062.67	1,062.67	0.00
Cashbook	1	5	2		620.00	620.00	0.00
OUTPUT			Total Rate:	Z	126,136.11	126,136.11	0.00

Input Details

Cashbook	1	1			16,434.31	16,434.31	0.00
Cashbook	1	2			16,829.80	16,829.80	0.00
INPUT			Total Rate:	E	33,264.11	33,264.11	0.00
Cashbook	1	1			197.71	188.30	9.41
Cashbook	1	2			96.88	92.27	4.61
INPUT			Total Rate:	F	294.59	280.57	14.02
Cashbook	1	1			6,184.96	5,154.33	1,030.63
Cashbook	4	2			29.30	24.42	4.88
Cashbook	1	2			5,886.29	4,905.25	981.04
INPUT			Total Rate:	S	12,100.55	10,084.00	2,016.55
Cashbook	4	1			24.49	24.49	0.00
Cashbook	1	1			7,510.72	7,510.72	0.00
Cashbook	1	2			19,710.56	19,710.56	0.00
INPUT			Total Rate:	Z	27,245.77	27,245.77	0.00

Date: 06/11/2014

Any Parish / Town Council

Page No 2

Time: 09:37

End Date of VAT Assessment Period: 30th June 2014

User : SS

<u>Source</u>	<u>Ledger</u>	<u>Ref No</u>	<u>Month</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
VAT Return Summary:				Total Outputs	126,136.11	126,136.11	0.00
				Total Inputs	72,905.02	70,874.45	2,030.57
VAT due on Sales		Box 1		0.00			
VAT due on ACQUISITIONS from EC Members		2		0.00			
Total VAT due		3		0.00			
VAT reclaimed on ALL INPUTS		4		2,030.57			
Net VAT to be RECLAIMED		5		2,030.57			
Total sales incl EC Members (Excl VAT)		6		126,136.11			
Total purchases incl EC Members(Excl VAT)		7		70,874.45			
Total sales to EC Members(Excl VAT)		8		0.00			
Total purchases from EC Members(Excl VAT)		9		0.00	VAT on acquisitions from other EC States	0.00	

Any Parish / Town Council

Transactions included in VAT Return between periods 1 and 2

Invoice Date	Invoice Number	Transaction Detail	VAT Code	Rate	Net Amount	VAT Amount	Period
<u>VAT Inputs</u>							
<u>Cashbook</u>							
05/04/2014	6784	Litter & office items	S	20.00	37.65	7.53	1
05/04/2014	6787	Annual maintenance charge	S	20.00	210.00	42.00	1
05/04/2014	6788	February inspection	S	20.00	103.00	20.60	1
05/04/2014	6789	Diesel	S	20.00	1,062.00	212.40	1
05/04/2014	6791	Dog bin service for March	S	20.00	414.61	82.92	1
05/04/2014	6792	Annual Subscription	S	20.00	1,109.78	221.96	1
05/04/2014	6793	Floodlight electricity	S	20.00	72.17	14.43	1
05/04/2014	6794	OMHMC to be reimbursed	S	20.00	60.13	12.03	1
06/04/2014	DDR	LPG/unleaded fuel	S	20.00	29.77	5.96	1
12/04/2014	6796	Chainsaw course fees	S	20.00	260.00	52.00	1
12/04/2014	6798	Ground maintenance item	S	20.00	14.22	2.84	1
12/04/2014	6799	Fuel	S	20.00	1,062.00	212.40	1
12/04/2014	6801	OMHMC to be reimbursed	S	20.00	14.43	2.89	1
12/04/2014	6802	OMHMC to be reimbursed	S	20.00	64.37	12.87	1
12/04/2014	6803	OMHMC to be reimbursed	S	20.00	110.42	22.08	1
17/04/2014	DDR	Office telephone bill	S	20.00	91.98	18.17	1
18/04/2014	DDR	Broadband fee	S	20.00	12.76	2.55	1
19/04/2014	6804	March bin service	S	20.00	64.37	12.87	1
19/04/2014	6805	March inspection	S	20.00	103.00	20.60	1
19/04/2014	6806	Ground maintenance items	S	20.00	67.52	13.50	1
19/04/2014	6807	Stationery	S	20.00	32.34	6.47	1
19/04/2014	6809	Street lights at rec gnd 11/12	F	5.00	188.30	9.41	1
19/04/2014	6810	Various + OMH reimburse	S	20.00	157.81	31.56	1
04/05/2014	04/11	Printer consumables	S	20.00	13.46	2.69	2
04/05/2014	DDR	LPG/unleaded fuel	S	20.00	56.37	11.27	2
10/05/2014	05/11	Computer consumables	S	20.00	10.96	2.19	2
10/05/2014	6812	Fertiliser	S	20.00	1,718.50	343.70	2
10/05/2014	6813	April dog bin service	S	20.00	414.61	82.92	2
10/05/2014	6814	Skatepark repair mortar	S	20.00	382.35	76.47	2
10/05/2014	6816	OMHMC to be reimbursed	S	20.00	591.38	118.27	2
10/05/2014	6817	OMHMC to be reimbursed	S	20.00	270.38	54.08	2
11/05/2014	DDR	Website fees	S	20.00	53.94	10.79	2
16/05/2014	DDR	Broadband fee	S	20.00	12.76	2.55	2
17/05/2014	6818	Ground maintenance items	S	20.00	60.60	12.12	2
17/05/2014	6821	Play carpet sand	S	20.00	137.63	27.53	2
17/05/2014	6822	April inspection	S	20.00	103.00	20.60	2
17/05/2014	6827	Bin service for April	S	20.00	52.90	10.58	2
17/05/2014	6827	Bin service for April	S	20.00	-52.90	-10.58	2
17/05/2014	6827	April bin serv + OMH reimb	S	20.00	105.80	21.16	2
17/05/2014	6828	OMHMC to be reimbursed	S	20.00	14.35	2.87	2
24/05/2014	6829	Photocopier maintenance	S	20.00	28.11	5.62	2
24/05/2014	6830	Topsoil for ground maint	S	20.00	135.00	27.00	2
24/05/2014	6831	OMHMC to be reimbursed	S	20.00	820.47	164.09	2
31/05/2014	DDR	Tractor shed electricity	F	5.00	92.27	4.61	2
Cashbook					10,364.57	2,030.57	
Total VAT Inputs					10,364.57	2,030.57	

Section 6

Sales Ledger

Sales Invoice

Sales Daybook

Outstanding Balances

Invoices Due for Payment

Sales Ledger Receipts

Sales Statement

Invoice To
K Bates Master Monumental Masons
233 Chapel Street
Leigh
Lancashire
WN7 2AP

INVOICE

Any Parish / Town Council

Deliver To
K Bates Master Monumental Masons
233 Chapel Street
Leigh
Lancashire
WN7 2AP

VAT Reg Number:
Telephone:

Facsimile:

Invoice No 1

Invoice Date 01/06/2014

Despatch Date 01/06/2014

Despatch Note

Delivered By

Customer A/c No: BAT001

Customer Ord No

Code	Item Description	Dis %	Qty Unit	Qty	Unit Price	Total Price	Vat
	Fee for erection of monument	0		1	66.00	66.00	20%

Payment DUE DATE: 01/06/2014

Net 66.00

VAT 13.20

Gross 79.20

Deliver To
K Bates Master Monumental Masons
233 Chapel Street
Leigh
Lancashire
WN7 2AP

Sales Ledger - 1 for Month No 3				Order by Invoices Entered			Nominal Ledger Analysis			
Invoice Date	Invoice Number	Customer A/c Name	Customer A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/06/2014	1	K BATES	BAT001	66.00	13.20	79.20	1100	230	66.00	Invoice No:-1
01/06/2014	2	BN SENIOR CITIZENS	BRI009	100.00	20.00	120.00	1000	210	100.00	Invoice No:-2
01/06/2014	3	BN RUGBY CLUB	BRI002	60.00	12.00	72.00	1000	250	60.00	Invoice No:-3
01/06/2014	4	J BOND	BON001	55.00	0.00	55.00	1080	255	55.00	Invoice No:-4
TOTAL INVOICES				281.00	45.20	326.20			281.00	
VAT ANALYSIS CODE E @ 0.00 %				55.00	0.00	55.00				
VAT ANALYSIS CODE S @ 20.00 %				226.00	45.20	271.20				
TOTALS				281.00	45.20	326.20				

Date : 06/11/2014

Any Parish / Town Council

Page : 45

Time : 10:00

Nominal Ledger Summary of Sales Day Book

USER - SS

Ledger No 1 for Month No 3

<u>Centre</u>	<u>Description</u>	<u>A/c Code</u>	<u>Account Name</u>	<u>Invoice</u>	<u>Amount</u>	<u>Total Analysis</u>
210	Town Hall	1000	Lettings	2	100.00	
						100.00
230	Cemetery	1100	Cemetery Fees	1	66.00	
						66.00
250	Grounds	1000	Lettings	3	60.00	
						60.00
255	Allotments	1080	Allotment Fees	4	55.00	
						55.00
TOTAL Nominal Ledger Postings						281.00

Outstanding Balances by Due Date as at : 01/06/2014

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
14W001	WEST ST	-1,190.00	0.00	0.00	0.00	0.00	-1,190.00
ALL001	ALLOTMENT RENTS	104.00	0.00	0.00	0.00	104.00	0.00
BON001	J BOND	90.00	0.00	0.00	120.00	150.00	-180.00
BRI001	BGMC	131.50	10.50	0.00	0.00	121.00	0.00
BRI002	BN RUGBY CLUB	1,150.17	144.00	0.00	0.00	1,006.17	0.00
BRI003	BN HOMECARE	693.00	627.00	0.00	0.00	66.00	0.00
BRI005	BN TOWN FC	2,217.00	0.00	0.00	0.00	3,185.00	-968.00
BRI008	BN SHORT MAT BOWLS	122.50	0.00	0.00	0.00	122.50	0.00
BRI009	BN SENIOR CITIZENS	315.75	0.00	315.75	0.00	0.00	0.00
BYL001	BYLET BOWLING	660.00	0.00	660.00	0.00	0.00	0.00
CAP001	CAPERS	2,730.00	390.00	0.00	0.00	2,340.00	0.00
CHI001	CHILD 1	646.00	0.00	646.00	0.00	0.00	0.00
CHL001	CHLOES MUNCHBOX	1,150.00	0.00	0.00	0.00	0.00	1,150.00
CUR001	CUR	52.00	0.00	0.00	0.00	52.00	0.00
DAV001	G H DAVIES	60.00	0.00	0.00	0.00	60.00	0.00
DAV002	G H DAVIES	23.00	0.00	0.00	0.00	23.00	0.00
DOW001	DOWLER N	-990.00	0.00	0.00	0.00	0.00	-990.00
ENG001	ENGRAVING CO	1,750.00	1,750.00	0.00	0.00	0.00	0.00
GAL001	GALAXY	300.00	300.00	0.00	0.00	0.00	0.00
GAS001	GASCO	117.50	0.00	0.00	0.00	117.50	0.00
HAY001	HAYCOX	4,588.00	149.00	0.00	0.00	4,439.00	0.00
HEA001	R	624.00	0.00	624.00	0.00	0.00	0.00
HIG004	HIGHLEY PC	3,854.66	0.00	0.00	0.00	3,854.66	0.00
JEN004	JENVEY	38.00	0.00	0.00	0.00	38.00	0.00
JON001	JONES MEMORIALS	60.00	0.00	0.00	60.00	0.00	0.00
JPP001	JPP INVESTMENTS	2,000.00	2,000.00	0.00	0.00	0.00	0.00
MAM001	MM CATERING	691.00	0.00	0.00	0.00	691.00	0.00
MAS001	MASSEY	167.00	0.00	0.00	0.00	167.00	0.00
MOR001	MORGAN M	-1,174.00	0.00	0.00	0.00	0.00	-1,174.00
MOR002	M MORGAN	1,174.00	0.00	0.00	0.00	1,174.00	0.00
NOR002	NORTHWOOD	998.00	0.00	998.00	0.00	0.00	0.00
OLD001	OLD MILL ANTIQUES	146.88	0.00	0.00	0.00	146.88	0.00
PAR001	PARKER TAYLOR	1,175.00	0.00	0.00	0.00	1,175.00	0.00
PER001	PERRY PHILLIPS	830.00	0.00	0.00	25.00	1,773.00	-968.00
PIT001	PITT	292.50	292.50	0.00	0.00	0.00	0.00
PLA001	V PLANT	20.00	20.00	0.00	0.00	0.00	0.00
PUN001	PUNCHBOWL	2,350.00	0.00	0.00	0.00	2,350.00	0.00
RIC001	RICHARDS MEMORIALS	18.00	0.00	0.00	0.00	685.00	-667.00
ROY001	RBL ANGLING CLUBC	15.00	0.00	0.00	0.00	360.00	-345.00
SAM001	SAMCO	1,175.00	0.00	0.00	0.00	1,175.00	0.00
SAU001	SAUNDERS	52.00	0.00	0.00	0.00	52.00	0.00
SCC007	SCC	8,353.50	0.00	0.00	0.00	8,353.50	0.00
SED001	SEDGWICK	458.00	458.00	0.00	0.00	0.00	0.00
SEV003	SEVERN VALLEY STONE	197.53	2.00	0.00	0.00	446.53	-251.00
SHR006	SCC2	3,261.00	3,261.00	0.00	0.00	0.00	0.00
SQU001	SQUIRE HOWARD	546.74	0.00	0.00	0.00	546.74	0.00
Sub Total C/Fwd		42,044.23	9,404.00	3,243.75	205.00	34,774.48	-5,583.00

Outstanding Balances by Due Date as at : 01/06/2014

A/C Code	Customer Name	Balance	Current	Up To 30 Days	Up To 60 Days	Up To 90 Days	On A/c Pymnts
	Sub Total B/Fwd	42,044.23	9,404.00	3,243.75	205.00	34,774.48	-5,583.00
SUR001	SURESTART	45.00	45.00	0.00	0.00	0.00	0.00
TAD001	TADA IMA	180.00	0.00	0.00	0.00	180.00	0.00
TAO001	TAI CHI	300.00	300.00	0.00	0.00	0.00	0.00
TAY001	TAYLOR	52.00	0.00	0.00	0.00	52.00	0.00
TCM001	TCMP	120.00	0.00	0.00	0.00	120.00	0.00
THO008	N THOMSON	470.00	0.00	0.00	470.00	0.00	0.00
THR001	345	706.20	706.20	0.00	0.00	0.00	0.00
TUM001	TUMBLETOTS	240.00	240.00	0.00	0.00	0.00	0.00
WAL001	WALLACE CROOKE	3,649.76	1,197.26	0.00	0.00	3,736.94	-1,284.44
WIL001	WILLIAMS F S	760.00	0.00	760.00	0.00	0.00	0.00
ZUM001	ZUMBA	72.50	0.00	0.00	0.00	72.50	0.00
Total Sales Ledger No 1		48,639.69	11,892.46	4,003.75	675.00	38,935.92	-6,867.44
TOTAL SALES LEDGER BALANCES		48,639.69	11,892.46	4,003.75	675.00	38,935.92	-6,867.44

Receipts Due as at :- 01/06/2014

Ledger	A/c Code	Invoice Date	Invoice No	Amount Due	Disc Available	Date Due	Net Amount
1	BRI003	14/05/2013	2477	33.00		14/06/2013	33.00 **
1	BRI003	11/02/2014	2592	33.00		13/03/2014	33.00 **

Receipt Due from : BN Home Care Co-operative

66.00

66.00

Telephone No :

Contact Name :

Note : Invoices marked ' ** ' are Overdue

Ledger	A/c Code	Invoice Date	Invoice No	Amount Due	Disc Available	Date Due	Net Amount
1	BRI005	14/08/2012	2309	750.00		14/09/2012	750.00 **
1	BRI005	28/01/2013	2407	750.00		28/02/2013	750.00 **
1	BRI005	15/07/2013	2528	750.00		14/08/2013	750.00 **
1	BRI005	11/02/2014	2625	750.00		13/03/2014	750.00 **
1	BRI005	01/04/2012	OpBal	185.00		30/04/2012	185.00 **
1	BRI005	01/03/2014	Payment 43-5	-968.00		01/03/2014	-968.00 **

Receipt Due from : Town Football Club

2,217.00

2,217.00

Telephone No :

Contact Name : Treasurer Zoe Griffiths

Note : Invoices marked ' ** ' are Overdue

Ledger	A/c Code	Invoice Date	Invoice No	Amount Due	Disc Available	Date Due	Net Amount
1	BRI008	05/01/2014	8396	52.50		05/01/2014	52.50 **
1	BRI008	12/11/2013	8379 OCT	70.00		12/11/2013	70.00 **

Receipt Due from : Short Mat Bowls

122.50

122.50

Telephone No :

Contact Name :

Note : Invoices marked ' ** ' are Overdue

Ledger	A/c Code	Invoice Date	Invoice No	Amount Due	Disc Available	Date Due	Net Amount
1	BRI009	31/05/2014	G-2650	315.75		31/05/2014	315.75 **

Receipt Due from : BN Snr Citizens Day Centre

315.75

315.75

Telephone No :

Contact Name :

Note : Invoices marked ' ** ' are Overdue

Month Entered 2									
A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
PER001	Perry & Phillips Funeral Directors	23/05/2014	10100	972.00	0.00	972.00	0.00	03/05/2014	1
				Receipt Total	0.00	972.00	Ref	TC010c	
DAV002	G H Davies & Son	23/05/2014	10098	73.00	0.00	73.00	0.00	23/05/2014	1
				Receipt Total	0.00	73.00	Ref	TC010d	
SEV003	Severn Valley Stone	23/05/2014	10094	73.00	0.00	71.00	2.00	23/05/2014	1
				Receipt Total	0.00	71.00	Ref	TC010e	
COO005	Cooperative Funeral Care	28/03/2014	10088	356.00	0.00	356.00	0.00	28/05/2014	1
				Receipt Total	0.00	356.00	Ref	TC010f	
PER001	Perry & Phillips Funeral Directors	23/05/2014	10096	367.00	0.00	367.00	0.00	31/05/2014	1
				Receipt Total	0.00	367.00	Ref	TC010g	
PER001	Perry & Phillips Funeral Directors	23/05/2014	10099	253.00	0.00	253.00	0.00	23/05/2014	1
				Receipt Total	0.00	253.00	Ref	TC010h	
BON001	Mr JH Bond	13/05/2014	Payment 67-7	0.00	0.00	60.00	-60.00	13/05/2014	1
				Receipt Total	0.00	60.00	Ref	TC 011c	
LIST of RECEIPTS ENTERED on 31 MAY 2014					0.00	2,152.00			

From :-

Any Parish / Town Council

SALES STATEMENT

VAT Reg No :-

Telephone No :-

To :

Town Football Club
Crown Meadow
Innage Lane
Any Town
AA15 5KL

Please Return REMITTANCE Slip

Town Football Club
Crown Meadow
Innage Lane
Any Town
AA15 5KL

To :

Any Parish / Town Council

Customer A/c No :- BRI005

Statement Date :- 21/10/2014

A/c No :- BRI005

21/10/2014

Date	Trans Type	Reference	Invoice	Payment	Balance
01/04/2012	Invoice	OpBal	185.00		185.00
14/08/2012	Invoice	2309	750.00		935.00
28/01/2013	Invoice	2407	750.00		1,685.00
15/07/2013	Invoice	2528	750.00		2,435.00
11/02/2014	Invoice	2625	750.00		3,185.00
01/03/2014	On A/c	Payment 43-5		968.00	2,217.00

Statement Totals :- **3,185.00** **968.00** **2,217.00**

Aged Analysis	Current	Up to 30 Days	60 Days	Over 60 Days	Total Due
	2,217.00	0.00	0.00	0.00	2,217.00

Date	Reference	Tick Invoices Paid
01/04/2012	OpBal	185.00 <input type="checkbox"/>
14/08/2012	2309	750.00 <input type="checkbox"/>
28/01/2013	2407	750.00 <input type="checkbox"/>
15/07/2013	2528	750.00 <input type="checkbox"/>
11/02/2014	2625	750.00 <input type="checkbox"/>
01/03/2014	Payment 43-5	-968.00 <input type="checkbox"/>

Total Due :- **2,217.00**

Cheque Enclosed £

Section 7

Purchase Ledger

Purchase Daybook

Outstanding Balances

Invoices Due for Payment

Purchase Ledger Payments

Remittance Advice

Date :- 06/11/2014

Any Parish / Town Council

Page : 82

Time :- 10:12

PURCHASE DAYBOOK - LEDGER No 1

USER : SS

Ledger No 1 for Month No 2**Supplier A/c Order**

Nominal Ledger Analysis

Items marked with a * are disputed invoices.

Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	A/C	Centre	Amount	Analysis Detail
27/05/2014	0141-21924	0141	RBS	RBS001	2,830.40	566.08	3,396.48	4480	101	2,830.40	0141-Accounts data entry
26/05/2014	0142A-	0142A	REVIEWMEDIA	REV001	575.44	115.09	690.53	4420	101	575.44	0142a-Shropshire Review Jun 11
26/05/2014	0142B-	0142B	REVIEWMEDIA	REV001	1,150.88	230.18	1,381.06	4425	101	1,150.88	0142b-Newsletter
31/05/2014	0143A-	0143A	RMP GUARDING	RMP001	391.05	78.21	469.26	4025	260	391.05	0143a-Severn Park
31/05/2014	0143B-	0143B	RMP GUARDING	RMP001	1,503.60	300.72	1,804.32	4025	260	1,503.60	0143b-Car Park Attendant
31/05/2014	0145-	0145	RUTTERS	RUT001	67.30	12.84	80.14	4330	250	67.30	0145-Grounds Fuel accounts
27/05/2014	0146B-5237	0146B	SAMCO	SAM001	240.00	48.00	288.00	4157	250	240.00	0146b-Waste disposal
31/05/2014	0146A-5272	0146A	SAMCO	SAM001	96.00	19.20	115.20	4170	265	96.00	0146a-C Grounds repairs
24/05/2014	0147-	0147	SLCC	SOC001	240.00	48.00	288.00	4030	230	240.00	0147-Cem mgt 8th June
26/05/2014	0149A-	0149A	SOLAR	SOL001	33.30	6.66	39.96	4400	101	33.30	0149a-Central stationery
06/05/2014	0148-14083	0148	SPACE	SPA001	450.00	90.00	540.00	4215	260	450.00	0148-Hire/Maint of SP toilets
TOTAL INVOICES					7,577.97	1,514.98	9,092.95	7,577.97			
VAT ANALYSIS CODE APN @ 20.00					5,671.07	1,134.22	6,805.29				
VAT ANALYSIS CODE STN @ 20.00					1,903.82	380.76	2,284.58				
VAT ANALYSIS CODE Z @ 0.00					3.08	0.00	3.08				
TOTALS					7,577.97	1,514.98	9,092.95				

At : 10:13

Purchase Ledger Aged Account Balances

Outstanding Balances by Due Date as at : 1 JUN 2014

User : SS

Supplier Code	Supplier Name	Balance	Current	30 Days	60 Days	90 Days	Over 90 Days
AFS001	AF SANDERS	652.00	0.00	652.00	0.00	0.00	0.00
AGS001	ALLGLASS	50.00	50.00	0.00	0.00	0.00	0.00
ALE001	ALEXANDRA	70.92	70.92	0.00	0.00	0.00	0.00
AUT001	AUTOPA	41.40	0.00	41.40	0.00	0.00	0.00
BAK001	BAKER CHRIS	70.40	0.00	0.00	0.00	0.00	70.40
BRI001	BRITISH GAS	1,332.66	1,350.48	0.00	-17.82	0.00	0.00
BT001	BT	293.75	293.75	0.00	0.00	0.00	0.00
CRE001	CREATIVE CAR	4,800.00	0.00	0.00	0.00	4,800.00	0.00
DIR001	DIRECT COPIERS	-37.01	0.00	0.00	-37.01	0.00	0.00
EON001	EON CENTRAL	105.32	105.32	0.00	0.00	0.00	0.00
ESS001	ESSO	725.42	0.00	356.24	369.18	0.00	0.00
FOS001	FOSTERS ARMS	230.00	0.00	230.00	0.00	0.00	0.00
FOX001	LW FOXALL	9.99	0.00	109.99	0.00	0.00	-100.00
FR001	FRENCH	375.00	375.00	0.00	0.00	0.00	0.00
HAT001	HATCHERS	18,483.04	11,991.04	0.00	900.00	5,592.00	0.00
HEA001	HEART OF ENG	125.00	0.00	125.00	0.00	0.00	0.00
JEW001	JEWSON	643.42	609.88	0.00	0.00	0.00	33.54
KIN001	KINGFISHER	530.68	270.67	260.01	0.00	0.00	0.00
LAN001	LANYON BOWDLER	6,035.65	0.00	6,035.65	0.00	0.00	0.00
NEW003	NEW BARNs	146.40	146.40	0.00	0.00	0.00	0.00
O2L001	O2 LTD	25.41	25.41	0.00	0.00	0.00	0.00
OAK001	OAKLEYS	1,437.45	0.00	1,437.45	0.00	0.00	0.00
OSO001	OSO	111.42	111.42	0.00	0.00	0.00	0.00
RBH001	RBH ELECTRICAL	78.13	0.00	78.12	0.00	0.00	0.01
RBS001	RBS	3,396.48	0.00	3,396.48	0.00	0.00	0.00
RBS002	RBS CONSTRUCT	4,548.00	4,548.00	0.00	0.00	0.00	0.00
REV001	REVIEWMEDIA	2,071.59	2,071.59	0.00	0.00	0.00	0.00
RMP001	RMP GUARDING	2,273.58	2,273.58	0.00	0.00	0.00	0.00
RUT001	RUTTERS	82.01	80.14	61.37	-59.50	0.00	0.00
SAM001	SAMCO	691.20	403.20	288.00	0.00	0.00	0.00
SIE001	SIEMENS	468.00	0.00	468.00	0.00	0.00	0.00
SOC001	SLCC	288.00	288.00	0.00	0.00	0.00	0.00
SOL001	SOLAR	80.75	80.75	0.00	0.00	0.00	0.00
SPA001	SPACE	540.00	0.00	540.00	0.00	0.00	0.00
STE001	STEVE BRIMS	90.00	90.00	0.00	0.00	0.00	0.00
WIL001	WM WILLIAMS	94.04	0.00	94.04	0.00	0.00	0.00
WMC001	WEST MID COUNCILS	324.00	0.00	324.00	0.00	0.00	0.00
WOM001	WI	250.00	0.00	250.00	0.00	0.00	0.00
<i>Sub Total for Purchase Ledger</i>		51,534.10	25,235.55	14,747.75	1,154.85	10,392.00	3.95
TOTAL PURCHASE LEDGER BALANCES		51,534.10	25,235.55	14,747.75	1,154.85	10,392.00	3.95

At : 10:22

INVOICES DUE FOR PAYMENT BY 1 JUNE 2014

User : SS

For Purchase Ledger : Purchase Ledger

Pay By BACS

Invoice Date	Invoice No.	Ref No.	Invoice Detail		Authorize Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Supplier : A F Sanders									
01/06/2014	553		Office MAintenance			01/06/2014	652.00		652.00
Telephone :		Contact :					652.00	0.00	
		BACS No	AFS001	Net Amount Due to A/c Code AFS001					652.00
Supplier : Autopa									
19/05/2014	0126B-	0126B	0126b-C House repairs			19/05/2014	16.80		16.80
25/05/2014	0126A-	0126A	0126a-C House repairs			25/05/2014	24.60		24.60
Telephone :		Contact :					41.40	0.00	
		BACS No	AUT001	Net Amount Due to A/c Code AUT001					41.40
Supplier : Chris Baker									
02/03/2014	0778-D42	0778	0778-D42/0778/Chris Baker			02/03/2014	70.40		70.40
Telephone :		Contact :					70.40	0.00	
		BACS No	BAK001	Net Amount Due to A/c Code BAK001					70.40
Supplier : Esso Petroleum Co Ltd									
30/04/2014	0044-02758053	0044	0044- Fuel			30/04/2014	369.18		369.18
31/05/2014	0128-02773270	0128	0128-Grounds Motor Fuel			31/05/2014	356.24		356.24
Telephone :		Contact :					725.42	0.00	
		BACS No	ESS001	Net Amount Due to A/c Code ESS001					725.42
Total of Invoices Due for Ledger No :- 1 Purchase Ledger							1,489.22	0.00	1,489.22
TOTAL OF INVOICES DUE ALL LEDGERS							1,489.22	0.00	1,489.22

List of Purchase Ledger BACS Payments

Ledger : 1

Month : 3

Linked to Cash Book : 1

Invoice Date	Invoice No	Supplier Name and Invoice Details	Authorized Ref	Amount Due	Discount Taken	Amount Paid	Invoice Balance
Supplier : A F Sanders			AFS001				
01/06/2014	553	Office MAintenance		652.00	0.00	652.00	0.00
					0.00	652.00	
Above paid on : 01/06/2014				BACS No AFS001			
Supplier : Autopa			AUT001				
19/05/2014	0126B-	0126b-C House repairs		16.80	0.00	16.80	0.00
25/05/2014	0126A-	0126a-C House repairs		24.60	0.00	24.60	0.00
					0.00	41.40	
Above paid on : 01/06/2014				BACS No AUT001			
Supplier : Chris Baker			BAK001				
02/03/2014	0778-D42	0778-D42/0778/Chris Baker		70.40	0.00	70.40	0.00
					0.00	70.40	
Above paid on : 01/06/2014				BACS No BAK001			
Supplier : Esso Petroleum Co Ltd			ESS001				
30/04/2014	0044-02758053	0044- Fuel		369.18	0.00	369.18	0.00
31/05/2014	0128-02773270	0128-Grounds Motor Fuel		356.24	0.00	356.24	0.00
					0.00	725.42	
Above paid on : 01/06/2014				BACS No ESS001			
PAYMENT TOTALS					0.00	1,489.22	

REMITTANCE ADVICE

From : Any Parish / Town Council

To : Esso Petroleum Co Ltd
The Cornerstone
PO Box 269
Woking
GU21 5AN

The following invoices are covered by this Remittance :-

DATE : 1 Jun 2014

Invoice Number	Invoice Date	Balance Due	Discount		Balance Remaining
			Taken	Amount Paid	
0044-02758053	30/04/2014	369.18	0.00	369.18	0.00
0128-02773270	31/05/2014	356.24	0.00	356.24	0.00
Paid by BACS.				725.42	

In the event of any query, please quote your account code : **ESS001****REMITTANCE ADVICE**

From : Any Parish / Town Council

To : Esso Petroleum Co Ltd
The Cornerstone
PO Box 269
Woking
GU21 5AN

DATE : 1 Jun 2014

Invoice Number	Amount Paid
0044-02758053	369.18
0128-02773270	356.24
Paid by BACS.	725.42

Account : **ESS001**