

## Glynde & Beddingham Parish Council Bank Reconciliation

**Reconciliation period: 1st April 2023 - 30/06/2023 (Q1)**

**Working Cash Book**

<b>Opening Balance on 01/04/23</b>	<b>£ 18,197.19</b>
<small>(opening bank balances of all three accounts minus unrepresented cheques for 2021-2022 - see note*)</small>	
<b>+ Working Cash Book Receipts</b>	<b>£ 6,791.97</b>
<b>- Working Cash Book Payments</b>	<b>£ 3,835.63</b>
<b>Working Cash Book Total</b>	<b>£ 21,153.53</b>

**Bank Balances\***



Current Account	£ 16,811.25
Business Banking Account - 07198467	£ 4,342.28
<b>- unrepresented cheques/payments - *See Note 2</b>	<b>£ 21,153.53</b>
<b>Bank Balance Total:</b>	<b>£ 21,153.53</b>

**COUNCILLOR SIGNATURES**

By signing below, you are confirming that you have verified the above balances in the Parish Council Working Cashbook and Bank Statements. Please also sign the Working Cashbook and Bank Statements which confirm these balances for audit purposes.

**Signatory 1**

**Signatory 2**

Print Name: <u>PAOLO DE PAOLIS</u> Sign:  Date: <u>19-7-23</u>	Print Name: <u>J. PRATLEY</u> Sign:  Date: <u>24/7/23</u>
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\*See page 2 for a list of all bank statements and balances

1570  
19/07/23

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**LLOYDS BANK**



**Your account statement**

Issue date: 28 April 2023

Write to us at: PO Box 1000, Andover, BX1 1LT

Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)

Visit us online: [www.lloydsbank.com](http://www.lloydsbank.com)

Your branch: CLIFFE LEWES

Sort code: 30-95-01 Account number: 00437203

BIC: LOYDGB21103

IBAN: GB87 LOYD 3095 0100 4372 03

J31D4T01OMOMDA0000148139001002 385 A 000

GLYNDE & BEDDINGHAM PARISH COUNCIL  
84 BARNETT ROAD  
BRIGHTON  
EAST SUSSEX  
BN1 7GH



**TREASURERS ACCOUNT**

GLYNDE & BEDDINGHAM PARISH COUNCIL

**Account summary**

<b>Balance On 31 Mar 2023</b>	<b>£13,862.88</b>
Total Paid In	£6,784.00
Total Paid Out	£439.76
<b>Balance On 26 Apr 2023</b>	<b>£20,207.12</b>

**Account activity**

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
<b>31 Mar 23</b>		<b>STATEMENT OPENING BALANCE</b>			<b>13,862.88</b>
04 Apr 23	BGC	LEWES DISTRICT COU 100196	6,784.00		20,646.88
18 Apr 23	DD	EDFENERGY CUST PLC 7483200000		159.63	20,487.25
26 Apr 23	BP	STEVEN CARTER		280.13	20,207.12
<b>26 Apr 23</b>		<b>STATEMENT CLOSING BALANCE</b>	<b>6,784.00</b>	<b>439.76</b>	<b>20,207.12</b>

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

**Payment types:**

BGC - Bank Giro Credit      DD - Direct Debit      BP - Bill Payment

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**LLOYDS BANK**



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GLYNDE & BEDDINGHAM PARISH COUNCIL  
 84 BARNETT ROAD  
 BRIGHTON  
 EAST SUSSEX  
 BN1 7GH



**Your account statement**

Issue date: 31 May 2023

Write to us at: PO Box 1000, Andover, BX1 1LT

Call us on: 0345 072 5555 (from UK)  
 +44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: CLIFFE LEWES

Sort code: 30-95-01 Account number: 00437203

BIC: LOYDGB21103

IBAN: GB87 LOYD 3095 0100 4372 03



**TREASURERS ACCOUNT**

GLYNDE & BEDDINGHAM PARISH COUNCIL

**Account summary**

<b>Balance On 28 Apr 2023</b>	<b>£20,207.12</b>
Total Paid In	£0.00
Total Paid Out	£2,567.85
<b>Balance On 31 May 2023</b>	<b>£17,639.27</b>

**Account activity**

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
<b>28 Apr 23</b>		<b>STATEMENT OPENING BALANCE</b>			<b>20,207.12</b>
02 May 23	BP	HMRC - ACCOUNTS OF		70.00 X	20,137.12
17 May 23	DD	EDFENERGY CUST PLC 7483200000		172.29 X	19,964.83
17 May 23	FPO	ZURICH TOWN & PARI 200000001129261158 INVOICE 523698265 206582 10 17MAY23 12:09		647.17 X	19,317.66
17 May 23	FPO	EAST SUSSEX ALC LI 600000001132945311 INVOICE 1322 601309 10 17MAY23 12:10		121.94 X	19,195.72
17 May 23	FPO	GLYNDE ENDOWMENT 100000001129797270 58304 204976 10 17MAY23 12:11		16.55 X	19,179.17
17 May 23	FPO	JOHN O'CONNOR GM 400000001138009232 INVOICE NO 96341 602026 10 17MAY23 12:11		372.00 X	18,807.17
17 May 23	FPO	JOHN O'CONNOR GM 200000001129262307 INVOICE NO 96848 602026 10 17MAY23 12:11		372.00 X	18,435.17
17 May 23	FPO	LEWES DISTRICT COU 500000001133236738 6249358 308012 10 17MAY23 12:12		18.60 X	18,416.57
17 May 23	FPO	LEWES DISTRICT COU 100000001129797989 6250365 308012 10 17MAY23 12:12		18.60 X	18,397.97
17 May 23	FPO	LEWES DISTRICT COU 400000001138009933 6250870 308012 10 17MAY23 12:12		18.60 X	18,379.37
17 May 23	FPO	MULBERRY & CO 500000001133237247 INVOICE 21151 309308 10 17MAY23 12:13		234.00 X	18,145.37
17 May 23	FPO	STEVEN CARTER 100000001129798493 RECEIPT FOR POSTAG 010123 10 17MAY23 12:13		6.85 X	18,138.52
17 May 23	FPO	STEVEN CARTER 100000001129798675 OFFICE ALLWNCE MILG 010123 10 17MAY23 12:13		60.80 X	18,077.72
17 May 23	FPO	STEVEN CARTER 200000001129263492 REAM OF PAPER 010123 10 17MAY23 12:14		6.50 X	18,071.22
17 May 23	FPO	STREETLIGHTS 600000001132947143 GLYNDEBE 13633 600633 10 17MAY23 12:14		151.82 X	17,919.40
31 May 23	FPO	STEVEN CARTER 200000001137437726 CLERK PAY-MONTH 2 010123 10 31MAY23 19:44		280.13 X	17,639.27

Your Account activity is continued overleaf

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## Your account statement

Issue date: 30 June 2023

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Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)

Visit us online: [www.lloydsbank.com](http://www.lloydsbank.com)

Your branch: CLIFFE LEWES

Sort code: 30-95-01 Account number: 00437203

BIC: LOYDGB21103

IBAN: GB87 LOYD 3095 0100 4372 03

J31D7101OL5MDA0000147267001002 385 A 000

GLYNDE & BEDDINGHAM PARISH COUNCIL  
84 BARNETT ROAD  
BRIGHTON  
EAST SUSSEX  
BN1 7GH



### TREASURERS ACCOUNT

GLYNDE & BEDDINGHAM PARISH COUNCIL

#### Account summary

<b>Balance On 31 May 2023</b>	<b>£17,639.27</b>
Total Paid In	£0.00
Total Paid Out	£828.02
<b>Balance On 26 Jun 2023</b>	<b>£16,811.25</b>

#### Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
<b>31 May 23</b>		<b>STATEMENT OPENING BALANCE</b>			<b>17,639.27</b>
09 Jun 23	BP	JOHN O'CONNOR GM		372.00	17,267.27
16 Jun 23	DD	EDFENERGY CUST PLC 7483200000		175.89	17,091.38
26 Jun 23	BP	STEVEN CARTER		280.13	16,811.25
<b>26 Jun 23</b>		<b>STATEMENT CLOSING BALANCE</b>	<b>0.00</b>	<b>828.02</b>	<b>16,811.25</b>

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

#### Payment types:

BP - Bill Payment                      DD - Direct Debit

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19-7-23  
24/7/23



## Your account statement

Issue date: 28 April 2023

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+44 1733 347338 (from Overseas)

Visit us online: [www.lloydsbank.com](http://www.lloydsbank.com)

Your branch: CLIFFE LEWES

Sort code: 30-95-01 Account number: 07198476

BIC: LOYDGB21103

IBAN: GB07 LOYD 3095 0107 1984 76

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GLYNDE & BEDDINGHAM PARISH COUNCIL  
84 BARNETT ROAD  
BRIGHTON  
EAST SUSSEX  
BN1 7GH



### BUS BANK INSTANT

GLYNDE & BEDDINGHAM PARISH COUNCIL

#### Account summary

<b>Balance On 31 Mar 2023</b>	<b>£4,334.31</b>
Total Paid In	£2.74
Total Paid Out	£0.00
<b>Balance On 11 Apr 2023</b>	<b>£4,337.05</b>

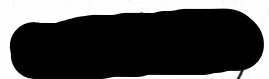
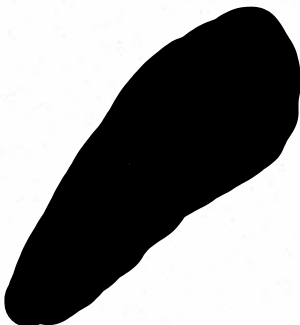
#### Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
<b>31 Mar 23</b>		<b>STATEMENT OPENING BALANCE</b>			<b>4,334.31</b>
11 Apr 23		INTEREST (GROSS)	2.74		4,337.05
<b>11 Apr 23</b>		<b>STATEMENT CLOSING BALANCE</b>	<b>2.74</b>	<b>0.00</b>	<b>4,337.05</b>

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# Your account statement

Issue date: 1 June 2023

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Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)

Visit us online: [www.lloydsbank.com](http://www.lloydsbank.com)  
Your branch: CLIFFE LEWES

Sort code: 30-95-01 Account number: 07198476  
BIC: LOYDGB21103  
IBAN: GB07 LOYD 3095 0107 1984 76

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GLYNDE & BEDDINGHAM PARISH COUNCIL  
84 BARNETT ROAD  
BRIGHTON  
EAST SUSSEX  
BN1 7GH



**BUS BANK INSTANT**  
GLYNDE & BEDDINGHAM PARISH COUNCIL

### Account summary

<b>Balance On 28 Apr 2023</b>	<b>£4,337.05</b>
Total Paid In	£2.47
Total Paid Out	£0.00
<b>Balance On 09 May 2023</b>	<b>£4,339.52</b>

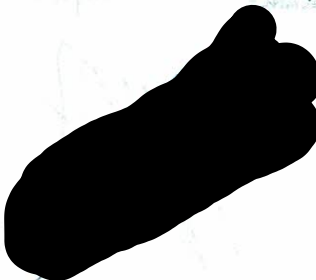
### Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
28 Apr 23		<b>STATEMENT OPENING BALANCE</b>			<b>4,337.05</b>
09 May 23		INTEREST (GROSS)	2.47		4,339.52
09 May 23		<b>STATEMENT CLOSING BALANCE</b>	<b>2.47</b>	<b>0.00</b>	<b>4,339.52</b>

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 GLYNDE & BEDDINGHAM PARISH COUNCIL  
 84 BARNETT ROAD  
 BRIGHTON  
 EAST SUSSEX  
 BN1 7GH



## Your account statement

Issue date: 30 June 2023  
 Write to us at: PO Box 1000, Andover, BX1 1LT  
 Call us on: 0345 072 5555 (from UK)  
 +44 1733 347338 (from Overseas)  
 Visit us online: www.lloydsbank.com  
 Your branch: CLIFFE LEWES  
 Sort code: 30-95-01 Account number: 07198476  
 BIC: LOYDGB21103  
 IBAN: GB07 LOYD 3095 0107 1984 76



### BUS BANK INSTANT

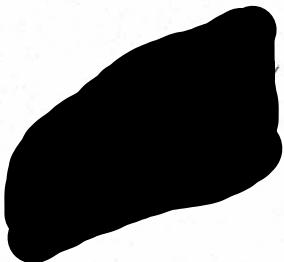
GLYNDE & BEDDINGHAM PARISH COUNCIL

#### Account summary

<b>Balance On 01 Jun 2023</b>	<b>£4,339.52</b>
Total Paid In	£2.76
Total Paid Out	£0.00
<b>Balance On 09 Jun 2023</b>	<b>£4,342.28</b>

#### Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
01 Jun 23		<b>STATEMENT OPENING BALANCE</b>			<b>4,339.52</b>
09 Jun 23		INTEREST (GROSS)	2.76		4,342.28
09 Jun 23		<b>STATEMENT CLOSING BALANCE</b>	<b>2.76</b>	<b>0.00</b>	<b>4,342.28</b>



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Glynde and Beddingham Parish Council Working Cashbook 2022-2023

Bank Account	Payment/Receipt	On Bank Statement?	Invoice Date	Invoice Number	Account Code	Payee	VAT Ref	Details	Receipt Value	Gross Value (Payments)	VAT Value	Net Value
Treasurers Account	Receipt	Yes	04/04/2023	n/a	Precept	Lewes District Council	RECEIPT	Precept - 1st half payment	£ 6,794.00			
Business Banking	Receipt	Yes	31/03/2023	n/a	Bank Interest	Lloyds Bank	RECEIPT	Interest for April 23	£ 2.74			
Treasurers Account	Payment	Yes	01/04/2023	6249358	Play Inspections	Lewes District Council	GB 191 5946 32	Period 01/04/2023 to 30/04/2023 Monthly Play Area Inspections Recharge	£	£ 18.60	£ 3.10	£ 15.50
Treasurers Account	Payment	Yes	17/03/2023	96341	Grass Cutting	John O'Connor GM Limited	600555968	Grass cut of Recreation ground for March 2023	£	£ 372.00	£ 62.00	£ 310.00
Treasurers Account	Payment	Yes	01/04/2023	1322	Shared - manually entered across cost centres	ESALC Limited	No VAT Paid	ESALC subscrip on 2023/24 - £96.27 NALC subscrip on 2023/24 - £25.67	£	£ 121.94	£	£ 121.94
Treasurers Account	Payment	Yes	30/03/2023	58304	Water & Electric Events	Glynde Endowment Settlement	No VAT Paid	Half yearly water supply; Current meter reading 1 cubic metres less previous meter reading 1 cubic metres = 0 cubic metres Glynde Recreation Ground: Half yearly water supply for the year 2023/2024 - Water Charge Rates 2023/2024 For the year 2023/2024 the metered rate will increase from £1.89 to £2.10 per cubic metre. The standing charge will remain the same at £16.55 per half year.	£	£ 16.55	£	£ 16.55
Treasurers Account	Payment	Yes	30/04/2023	96848	Grass Cutting	John O'Connor GM Limited	600555968	Grass cut of Recreation ground for April 2023	£	£ 372.00	£ 62.00	£ 310.00
Treasurers Account	Payment	Yes	33/04/2023	13633	Street Lighting maintenance/repairs contract	Streetlights	624 8915 19	Payment 1 (of 2) 2023/24 Street Lighting Maintenance Contract.	£	£ 151.82	£ 25.30	£ 126.52
Treasurers Account	Payment	Yes	26/04/2023	n/a	Clerk Salary (net)	Steve Carter	No VAT Paid	Clerk Pay - Month 1 - 26th April 2023 - For Information Only Approved in March 2023 Meeting	£	£ 280.13	£	£ 280.13
Treasurers Account	Payment	Yes	26/04/2023	334PC002518592-402	PAYE	HMRC	No VAT Paid	Tax Relating to Clerk Pay - Month 1 - 26th April 2023 - For Information Only Approved in March 2023 Meeting	£	£ 70.00	£	£ 70.00
Treasurers Account	Payment	Yes	18/04/2023	000015048263	Street Lights Energy+Mainten	EDF Energy	523 0412 02	Streetlamp Electricity for the period - March 2023	£	£ 159.63	£ 7.60	£ 152.03
Treasurers Account	Payment	Yes	01/05/2023	625065	Play Inspections	Lewes District Council	GB 191 5946 32	Period 01/05/2023 to 31/05/2023 Monthly Play Area Inspections Recharge	£	£ 18.60	£ 3.10	£ 15.50
Treasurers Account	Payment	Yes	31/05/2023	NE88954365GB	Stationery, Toner & Postage	Steve Carter	No VAT Paid	Postage for letter and evidence to HMRC concerning their underpayment of our VAT Claim made Jan 2023	£	£ 6.85	£	£ 6.85
Treasurers Account	Payment	Yes	30/05/2023	n/a	Shared - manually entered across cost centres	Steve Carter	No VAT Paid	Jan-Mar £25 and Apr-June £25- Clerk quarterly office allowance as per minute GB22-25-64 - 33A and Contract Clause 10.5 Clerk Mileage for Meeting 16/05/2023 - 24 miles @45p/mile - £10.80 - total £60.80	£	£ 60.80	£	£ 60.80
Treasurers Account	Payment	Yes	06/05/2023	21151	Audit (Internal)	Mulberry & Co	GB 899 7279 23	Professional services rendered in connection with the provision of an internal audit for the 2022-23 council year. Fee based on time spent 3.25 hours at £60ph - Plus variable expenses travel, postage & stationery	£	£ 234.00	£ 39.00	£ 195.00
Treasurers Account	Payment	Yes	06/05/2023	n/a	Stationery, Toner & Postage	Steve Carter	No VAT Paid	One ream of paper as contribution for use of South Hleighton Primer/Ink	£	£ 6.50	£	£ 6.50
Treasurers Account	Payment	Yes	07/05/2023	YL-2720839393	Insurance	Zurich Municipal-Company Ltd	No VAT Paid	One year of three year fixed insurance Payment	£	£ 647.17	£	£ 647.17
Treasurers Account	Payment	Yes	26/05/2023	n/a	Clerk Salary (net)	Steve Carter	No VAT Paid	Clerk Pay - Month 2 - 26th May 2023	£	£ 280.13	£	£ 280.13
Treasurers Account	Payment	No	26/05/2023	n/a	PAYE	HMRC	No VAT Paid	Has Accrued with Clerk Pay - Month 2 - 26th May 2023 - to be paid approx 20th July 2023	£	£ 70.00	£	£ 70.00
Treasurers Account	Payment	Yes	26/05/2023	n/a	Clerk Salary (net)	Steve Carter	No VAT Paid	Clerk Pay - Month 3 - 26th June 2023	£	£ 280.13	£	£ 280.13
Treasurers Account	Payment	No	26/05/2023	n/a	PAYE	HMRC	No VAT Paid	Has Accrued with Clerk Pay - Months 3 - 26th June 2023 - to be paid approx 20th July 2023	£	£ 70.00	£	£ 70.00

24/7/23 19-7-23

Glynde and Beddingham Parish Council Working Cashbook 2022-2023

Bank Account	Payment/ Receipt	On Bank Statement?	Invoice Date	Meeting Date	Cashbook ref	Payment Method	Bank Statement number/date	Invoice Number	Account Code	Payee	VAT Ref	Details	Receipt Value	Gross Value (Payment)	VAT Value	Net Value
Treasurers Account	Payment	Yes	17/05/2023	16/05/2023	CB2324-022	Direct Debit	GB-TA - 31/05/23	15242846	Street Lights Energy+Mainten ance	EDF Energy	523 0412 02	Streetlamp Electricity for the period - April 2023 ***For Information Only - Paid via Direct Debit***	£	172.29	£	164.09
Treasurers Account	Payment	Yes	01/06/2023	16/05/2023	CB2324-023	Online Banking	GB-TA - 31/05/23	6250870	Play Inspections	Lewes District Council	GB 191 5946 32	Period 01/06/2023 to 30/06/2023 Monthly Play Area Inspections. Recharge	£	18.60	£	15.50
Treasurers Account	Payment	Yes	10/05/2023	26/07/2023	CB2324-024	Online Banking	June23 - 30/06/2023	97516	Grass Cutting Contract + ESCC Extra cuts	John O'Connor GM Limited	60055968	Gross out of Recreation ground for May 2023 - Paid 30 days after invoice date as agreed at Council Meeting 16th May 2023 Minute ref:GB23-24-125.8.8	£	372.00	£	310.00
Business Banking	Receipt	Yes	09/05/2023	26/07/2023	CB2324-025	Online Banking	GB-BB- 01/06/2023	n/a	Bank Interest	Lloyds Bank	RECEIPT	Interest for May 2023	£	2.47	£	-
Treasurers Account	Payment	Yes	16/06/2023	26/07/2023	CB2324-026	Direct Debit	June23 - 30/06/2023	15596675	Street Lights Energy+Mainten ance	EDF Energy	523 0412 02	Streetlamp Electricity for the period - May 2023 ***For Information Only - Paid via Direct Debit***	£	175.89	£	167.51
Business Banking	Receipt	No	09/06/2023	26/07/2023	CB2324-031	Online Banking	tbc	n/a	Bank Interest	Lloyds Bank	RECEIPT	Interest for June 2023	£	2.76	£	-

19-7-23


24/7/23

**GLYNDE & BEDDINGHAM PARISH COUNCIL - Detailed Receipts & Payments Account to 30th June 2023 - 30% As At 18/07/2023**

Annual Return	Opening Balances 01/04/2023		£		Notes
	Treasurers Account		£ 13,882.88		
	Business Banking Account		£ 4,334.31		
	Unpresented cheques				
<b>1</b>	<b>Total</b>			<b>£ 18,197.19</b>	
	Budget Item	Budget	Actual	% of Budget	Totals
			Year to Date		Year to Date
	<b>INCOME:</b>				
<b>2</b>	Precept	£ 13,588.00	£ 6,784.00	50.00%	£ 6,784.00 ✓
	Other:			0.00%	
	Other Income	£ -	£ -	0.00%	
	Bank Interest	£ -	£ 7.97		✓
	VAT Claim	£ 650.00	£ -	0.00%	
	Rebate on overpayment of tax in previous years	£ -	£ -	0.00%	
<b>3</b>		<b>£ 650.00</b>			<b>£ 7.97</b>
	<b>EXPENDITURE:</b>				
<b>4</b>	Staff Costs	£ 4,201.60	£ 910.39	21.67%	£ 910.39 ✓
<b>5</b>	Loan		£ -	0.00%	£ -
	Other:			0.00%	
	<b>Expenditure from Precept</b>				
	Mileage	£ 90.40	£ 10.80		✓ 60.80
	Clerk's Office	£ 210.00	£ 50.00		✓
	Room Hire/Virtual Meetings	£ 78.75	£ -	0.00%	
	Stationery, Toner & Postage	£ -	£ 13.35	0.00%	✓
	Information Commissioners Office	£ -	£ -	0.00%	
	Website, Anti-Virus and Office 365	£ 225.75	£ -	0.00%	
	Parish Mobile Phone	£ -	£ -	0.00%	
	Audit (Internal)	£ 204.75	£ 195.00	95.24%	✓
	Audit (external)	£ -	£ -	0.00%	
	Advertising	£ -	£ -	0.00%	
	Chairman's Allowance	£ -	£ -	0.00%	
	Insurance	£ 586.73	£ 647.17	110.30%	✓
	<b>Office &amp; Admin Total:</b>	<b>£ 1,396.38</b>	<b>£ 916.32</b>	<b>65.62%</b>	
	<b>Maintenance</b>				
	Grass Cutting Contract + ESCC Extra cuts	£ 2,268.00	£ 930.00	41.01%	✓
	Play equipment maintenance	£ 262.50	£ -	0.00%	
	General Repairs	£ 262.50	£ -	0.00%	
	Play Inspections	£ 315.00	£ 46.50	14.76%	✓
	Water & Electric Events	£ 367.50	£ 16.55	4.50%	✓
	Business Plan Projects	£ 262.50	£ -	0.00%	
	Glynde Rec & Lighting rental	£ 21.00	£ -	0.00%	
	Street Lighting maintenance/repairs contract	£ -	£ 126.52	0.00%	✓
	Street Lights Energy	£ 2,553.06	£ 483.63	18.94%	✓
	<b>Maintenance Total:</b>	<b>£ 6,312.06</b>	<b>£ 1,603.20</b>	<b>25.40%</b>	
	<b>Memberships</b>				
	SALC membership	£ 357.58	£ 96.27	26.92%	✓
	Lewes District Association	£ -	£ -	0.00%	✓
	NALC	£ 25.67	£ 25.67	100.00%	
	SLCC	£ -	£ -	0.00%	
	<b>Memberships Total:</b>	<b>£ 383.25</b>	<b>£ 121.94</b>	<b>31.82%</b>	
	<b>Training</b>				
	Clerk	£ -	£ -	0.00%	
	Councillors	£ 262.50	£ -	0.00%	
	<b>Training Total:</b>	<b>£ 262.50</b>	<b>£ -</b>	<b>0.00%</b>	
	<b>Other Payments</b>				
	Contribution to election costs - £1000/yr	£ 1,000.00	£ -	0.00%	
	<b>Other Payments Total:</b>	<b>£ 1,000.00</b>	<b>£ -</b>	<b>0.00%</b>	
	<b>Grants</b>				
	Grants	£ 367.50	£ -	0.00%	
	<b>Grants Total:</b>	<b>£ 367.50</b>	<b>£ -</b>	<b>0.00%</b>	
	<b>Purchases</b>				

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	Equipment	£ -	£ -	0.00%		
	Contribution to Play Area Depreciation	£ 400.00	£ -	0.00%		
	<b>Purchases Total:</b>	£ 400.00	£ -	0.00%		
	<b>Reserves</b>					
	Parish Plan	£ -	£ -	0.00%		
	Grit Bin Replacement	£ -	£ -	0.00%		
	Elections	£ 1,050.00	£ -	0.00%		
	Street Lamp Replacement	£ -	£ -	0.00%		
	Insurance Excess	£ -	£ -	0.00%		
	General Reserves	£ 1,050.00	£ -	0.00%		
	<b>Reserves Total:</b>	£ 2,100.00	£ -	0.00%		
	VAT		£ 283.78			
<b>6</b>	Total Expenditure Excl. Staff Costs	£ 12,221.69		24%	<b>£ 2,925.24</b>	
	inc Staff Costs	£ 16,423.29				
<b>7</b>	(1+2+3) - (4+5+6)		Opening balance+Income-Expenditure		<b>£ 21,153.53</b>	
	<b>Closing Balances 30/06/23</b>		£			
	<b>Treasurers Account</b>		£ 16,811.25			
	<b>Business Banking Account</b>		£ 4,342.28			
	<b>Unpresented cheques</b>					
					£ 21,153.53	Refer to list of unpresented cheques
			<i>Check total</i>			
	<b>Income</b>			£ 6,791.97		
	<b>Expenditure</b>			£ 3,835.63		
	<b>Income over expenditure</b>			£ 2,956.34		
	<b>Opening balance</b>			£ 18,197.19		
	<b>Closing balance</b>			£ 21,153.53		

  
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<b>RECEIPTS</b>	<b>2022/2023 Budget</b>	<b>2022/2023 Actual Receipts</b>	<b>2023-2024 Budget</b>
<b>Income</b>			
Precept	£ 11,853.24	£ 11,854.00	£ 13,568.00
Bank Interest			
Other Income	£ 229.39	£ 559.16	
VAT Claim	£ 650.00	£ 2,701.37	£ 650.00
Rebate on overpayment of tax in previous years		£ 244.14	
<b>Receipts Total:</b>	<b>£ 12,732.63</b>	<b>£ 15,358.67</b>	<b>£ 14,218.00</b>
<b>TOTAL RECEIPTS (EXCLUDING VAT REFUND)</b>		<b>£ 15,633.66</b>	
<b>PAYMENTS</b>	<b>2022/2023 Budget</b>	<b>Actual Payments to date</b>	<b>2023-2024 Budget</b>
<b>Staff Costs</b>			
Clerk Salary (net)	£ 3,800.00	£ 3,277.46	£ 3,361.28
PAYE	£ -	£ 210.00	£ 840.32
<b>Staff Costs Total:</b>	<b>£ 3,800.00</b>	<b>£ 3,487.46</b>	<b>£ 4,201.60</b>
<b>Office &amp; Admin</b>			
Mileage	£ -	£ 54.00	£ 90.40
Clerk's Office	£ 200.00	£ 44.70	£ 210.00
Room Hire/Virtual Meetings	£ 100.00		£ 78.75
Stationery, Toner & Postage			
Information Commissioners Office			
Website, Anti-Virus and Office 365	£ 215.00	£ 179.97	£ 225.75
Parish Mobile Phone			
Audit (Internal)	£ 154.50	£ 195.00	£ 204.75
Audit (external)			
Advertising			
Chairman's Allowance			
Insurance	£ 566.86	£ 558.79	£ 586.73
<b>Office &amp; Admin Total:</b>	<b>£ 1,036.36</b>	<b>£ 933.76</b>	<b>£ 1,396.38</b>
<b>Maintenance</b>			
Grass Cutting Contract + ESCC Extra cuts	£ 2,160.00	£ 1,950.00	£ 2,268.00
Play equipment maintenance	£ 250.00	£ -	£ 262.50
General Repairs	£ 250.00	£ -	£ 262.50
Play Inspections	£ 300.00	£ 207.50	£ 315.00
Water & Electric Events	£ 350.00	£ 84.36	£ 367.50
Business Plan Projects	£ 250.00	£ -	£ 262.50
Glynde Rec & Lighting rental	£ 20.00	£ 10.10	£ 21.00
Street Lighting maintenance/repairs contract	£ 248.23	£ 241.00	
Street Lights Energy	£ 1,500.00	£ 1,944.86	£ 2,553.06
<b>Maintenance Total:</b>	<b>£ 5,328.23</b>	<b>£ 4,437.82</b>	<b>£ 6,312.06</b>
<b>Memberships</b>			

SALC membership	£ 365.00	£ 122.30	£ 357.58
Lewes District Association			
NALC			£ 25.67
SLCC			
<b>Memberships Total:</b>	<b>£ 365.00</b>	<b>£ 122.30</b>	<b>£ 383.25</b>
<b>Training</b>			
Clerk			
Councillors	£ 250.00	£ 40.00	£ 262.50
<b>Training Total:</b>	<b>£ 250.00</b>	<b>£ 40.00</b>	<b>£ 262.50</b>
<b>Other Payments</b>			
Contribution to election costs - £1000/yr			£ 1,000.00
<b>Other Payments Total:</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 1,000.00</b>
<b>Grants</b>			
Grants	£ 350.00	£ 800.00	£ 367.50
<b>Grants Total:</b>	<b>£ 350.00</b>	<b>£ 800.00</b>	<b>£ 367.50</b>
<b>Purchases</b>			
Equipment		£ -	
Contribution to Play Area Depreciation			£ 400.00
<b>Purchases Total:</b>	<b>£ -</b>	<b>£ -</b>	<b>£ 400.00</b>
<b>Reserves</b>			
Parish Plan			
Grit Bin Replacement			
Elections	£ 1,000.00	£ -	£ 1,050.00
Street Lamp Replacement			
Insurance Excess			
General Reserves	£ 1,000.00	£ 1,077.40	£ 1,050.00
<b>Reserves Total:</b>	<b>£ 2,000.00</b>	<b>£ 1,077.40</b>	<b>£ 2,100.00</b>
<b>TOTAL PAYMENTS/PRECEPT SPEND (excluding VAT)</b>	<b>£ 13,129.59</b>	<b>£ 10,898.74</b>	<b>£ 16,423.29</b>
VAT	£ 350.00	£ 800.00	
<b>TOTAL PAYMENTS (including VAT)</b>	<b>£ 13,479.59</b>	<b>£ 11,698.74</b>	<b>£ 16,423.29</b>

## Glynde & Beddingham Parish Council - Q1 2023/2024 Banking Reconciliation

Glynde & Beddingham Parish Council Financial Regulations (section 2.2) state that:  
***On a regular basis, at least once in each quarter, and at each financial year end, a member other than the Chairman shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The member shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the council.***

This pack is created to enable the formal review and contains the following documents:

- Bank Reconciliation Document
- Live copy of Working Cash Book up to end June
- Bank Statements for Period for Current Account
- Detailed Receipts and Payments Account
- The 2023-24 Annual Budget as reviewed in October 2022

***Therefore the purpose of this review process is to confirm that our internal accounting documents are aligned to the bank details by signing the "Banking Reconciliation" document, Working Cashbook, Detailed Receipts and Payments Account and Bank Statements to confirm***

**Narrative** - To assist in this review the following description may be useful

We finished the 2022-2023 financial year cleanly with no unpaid cheques/transactions outstanding. This means that there is no requirement to normalise any figures and so the "Opening Balances" are straight from the Bank Statements.

The "Banking Reconciliation" document then shows a consolidated view of the starting point, payments and receipts, for Q1 2023/24 and shows how the Council maintained documentation is reflected by the Bank Account.

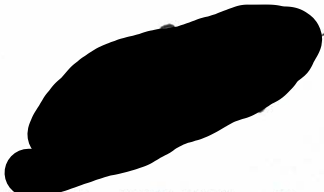
The "Working Cash Book" shows all transactions line by line with full invoice details.

By way of explanation - you will see that the lines relating to CB2324-019 and CB2324-021 are coloured Amber - these values have yet to leave the bank account due to the move to HMRC payments by direct debit - these values will be paid in July 2023 as HMRC have moved our account to quarterly payments. As these values have not left the bank account they are not included in the payments shown in the Working Cash Book - Working Cash Book Payments section of the Bank Reconciliation. Neither are they included on the Detailed Receipts and Payments Account sheet

Bank Statements are provided for verification and cross checking

For further information the "Detailed Receipts and Payments" sheet shows how the transactions are broken down to our various allocations for tracking - this document is maintained for visibility of expenditure against our budget lines.

The copy of the budget is included for information

  
RFO  
18/07/2023