

Date: 11/10/2019

Louth Town Council Current Year

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Cashbook 2

User: LMP

Petty Cash

For Month No: 4

Payments for Month 4

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/07/2019	Euro Garage Newmarket	21	20.00		3.33	4531	401	16.67	Cem Fuel
02/07/2019	Wilkinsons	20	3.00		0.50	4280	401	2.50	Watering can
05/07/2019	Euro Garage Newmarket	22	15.01		2.50	4531	401	12.51	Cem Fuel
09/07/2019	Promenade Music	27	23.00		3.83	4023	101	19.17	Promenade Music
11/07/2019	Euro Garage Newmarket	23	40.00		6.67	4531	401	16.66	Cem Fuel
						4533	401	16.67	Van Fuel
11/07/2019	Humber Bridge Board	24	1.50			4100	601	1.50	Mayoral Eng. at Hull Uni
11/07/2019	Humber Bridge Board	25	1.50			4100	601	1.50	Mayoral Eng. Hull Uni
11/07/2019	Spar Fairfield Blakemore Retl	26	12.50		2.08	4100	601	10.42	Fuel reimbursement re. limo
23/07/2019	WHSmith retail Ltd	28	15.72			4022	101	15.72	Stamps
Total Payments for Month			132.23	0.00	18.91			113.32	
Balance Carried Fwd			213.62						
Cashbook Totals			345.85	0.00	18.91			326.94	

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Petty Cash

For Month No: 5

Receipts for Month 5

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 :		213.62					213.62	
	Banked: 13/08/2019	50.00						
8480	Lloyds TSB Current/Deposit	50.00			201		50.00	Petty Cash
Total Receipts for Month		50.00	0.00	0.00			50.00	
Cashbook Totals		<u>263.62</u>	<u>0.00</u>	<u>0.00</u>			<u>213.62</u>	

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Petty Cash

For Month No: 5

Payments for Month 5

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/08/2019	Wilkinsons	29	20.00			4520	401	20.00	Cem Supplies
02/08/2019	Euro Garage Newmarket	30	20.00		3.33	4531	401	16.67	Cem fuel
13/08/2019	Euro Garage Newmarket	31	20.00		3.33	4531	401	16.67	Cem fuel
15/08/2019	GRS Signs	32	18.00		3.00	4552	401	15.00	Plaque re. Simpson
15/08/2019	McColl's	33	8.40			4022	101	8.40	Stamps
15/08/2019	Euro Garage Newmarket	34	10.06		1.68	4531	401	8.38	Cem fuel
21/08/2019	John Darke Ltd	35	20.01		3.34	4533	401	16.67	Van fuel
Total Payments for Month			116.47	0.00	14.68			101.79	
Balance Carried Fwd			147.15						
Cashbook Totals			263.62	0.00	14.68			248.94	

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Petty Cash

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	147.15					147.15	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>147.15</u>	<u>0.00</u>	<u>0.00</u>			<u>147.15</u>	

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Petty Cash

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/09/2019	Wilkinsons	36	3.00		0.50	4210	401	2.50	Lovely Louth Supplies
02/09/2019	WHSmith retail Ltd	37	8.40			4022	101	8.40	Stamps
03/09/2019	Morrisons	38	8.45			4210	401	8.45	Lovely Louth Suplies
05/09/2019	Morrisons	39	0.50			4210	401	0.50	Lovely Louth Supplies
05/09/2019	Euro Garage Newmarket	40	15.00		2.50	4531	401	12.50	Cem Fuel
16/09/2019	Wilkinsons	43	18.00			4520	401	18.00	Cem supplies
18/09/2019	Wilkinsons	44	32.25		5.38	4520	401	26.87	Cem Supplies
22/09/2019	Wilkinsons	41	12.00			4520	401	12.00	Cem Supplies
25/09/2019	McColl's	42	16.80			4022	101	16.80	Stamps
Total Payments for Month			114.40	0.00	8.38			106.02	
Balance Carried Fwd			32.75						
Cashbook Totals			147.15	0.00	8.38			138.77	

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Detailed Income & Expenditure by Budget Heading 30/09/2019

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Governance and Finance								
1002 Miscellaneous	0	0	50	50			0.0%	
1176 Precept	159,262	318,525	318,525	0			100.0%	
1190 Interest Received	3	17	300	283			5.8%	
Governance and Finance :- Income	159,265	318,542	318,875	333			99.9%	0
4020 Office Administration Costs	30	702	2,600	1,898		1,898	27.0%	
4022 Postage	25	98	200	102		102	48.8%	
4023 Meeting Expenses	0	78	300	222		222	25.9%	
4024 Councillors Expenses	0	52	800	748		748	6.5%	
4025 Insurances	0	5,193	6,500	1,307		1,307	79.9%	
4026 Fees and Subscriptions	0	2,222	2,400	178		178	92.6%	
4028 Audit Fee (Internal & External)	800	800	650	(150)		(150)	123.1%	
4750 Contingency	0	0	500	500		500	0.0%	
Governance and Finance :- Indirect Expenditure	855	9,144	13,950	4,806	0	4,806	65.5%	0
Movement to/(from) Gen Reserve	158,410	309,398						
401 Community Resources Day to Day								
1000 Property Income	0	151	250	99			60.4%	
1001 Allotment Rent Received	550	550	575	25			95.7%	
1002 Miscellaneous	0	0	100	100			0.0%	
1009 LCC Contribution (Grass)	0	0	2,969	2,969			0.0%	
1010 Interments	214	5,408	30,000	24,592			18.0%	
1011 Monuments	474	2,992	5,500	2,508			54.4%	
1012 Exclusive Burial Rights	322	4,302	8,000	3,698			53.8%	
1013 Plaques	107	107	220	113			48.6%	
1014 Chapel Rent	0	764	1,000	236			76.4%	
Community Resources Day to Day :- Income	1,667	14,274	48,614	34,340			29.4%	0
4001 Salaries	3,135	18,810	40,000	21,190		21,190	47.0%	
4002 Employers Costs Super / NI	559	3,356	12,000	8,644		8,644	28.0%	
4003 Grave Digging	0	600	3,900	3,300		3,300	15.4%	
4005 Community Payback Team	0	0	3,120	3,120		3,120	0.0%	
4027 Training	0	507	1,700	1,193		1,193	29.8%	
4104 Civic Property	0	0	500	500		500	0.0%	
4200 Clocks / Floodlights	0	841	1,800	959		959	46.7%	
4205 Christmas Lights / Celebrations	0	0	12,500	12,500		12,500	0.0%	
4210 Lovely Louth Competition	112	112	550	438		438	20.3%	
4220 CCTV Maintenance	0	0	4,515	4,515		4,515	0.0%	
4222 Street Furniture Maintenance	0	0	2,880	2,880		2,880	0.0%	
4223 Amenity Grass Cutting	0	8,265	16,530	8,265		8,265	50.0%	

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Detailed Income & Expenditure by Budget Heading 30/09/2019

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4280 Floral / In Bloom	157	2,075	3,000	925		925	69.2%	
4282 Hubbards Hills Mtce Contrib.	0	22,500	45,000	22,500		22,500	50.0%	
4285 Minor Mtce & Cleaning Services	204	963	4,700	3,737		3,737	20.5%	
4302 Security / Fire	0	847	1,500	653		653	56.4%	
4303 SH Utilities	212	1,399	3,951	2,552		2,552	35.4%	
4304 SH Communications	128	1,065	1,500	435		435	71.0%	
4306 SH Rates	0	5,524	5,400	(124)		(124)	102.3%	
4307 SH Building Maintenance	0	45	600	555		555	7.5%	
4308 SH Statutory Equipment Checks	0	0	250	250		250	0.0%	
4501 Cem Rates	0	678	2,516	1,838		1,838	27.0%	
4505 Cem Utilities	91	944	2,500	1,556		1,556	37.8%	
4506 Cem Communications	0	0	500	500		500	0.0%	
4520 Cem Maintenance-Supplies	129	2,196	1,800	(396)		(396)	122.0%	
4530 Cem Grass Cutting / Strimming	1,102	3,712	7,000	3,288		3,288	53.0%	
4531 Cem Fuel - Equipment	13	215	700	485		485	30.7%	
4532 Cem Waste Disposal	200	777	1,120	343		343	69.3%	
4533 Cem Vehicle Running Costs	0	100	6,000	5,900		5,900	1.7%	
4540 Cem Protective Clothing	0	13	600	587		587	2.2%	
4550 Cem Plants, Shrubs, Trees etc	0	0	400	400		400	0.0%	
4551 Cem General Repairs/Maint.	0	0	3,000	3,000		3,000	0.0%	
4552 Purchase of Plaques	0	15	50	35		35	30.0%	
4600 Cem Equipment Replacement	0	0	2,000	2,000		2,000	0.0%	
4750 Contingency	0	30	2,000	1,970		1,970	1.5%	
4751 GDPR Compliance	0	40	250	210		210	16.0%	
Community Resources Day to Day :- Indirect Expenditure	6,041	75,629	196,332	120,703	0	120,703	38.5%	0
Movement to/(from) Gen Reserve	(4,374)	(61,355)						
<u>402 Community Resources Projects</u>								
4296 Replacement Security Maglok	0	0	1,000	1,000		1,000	0.0%	
Community Resources Projects :- Indirect Expenditure	0	0	1,000	1,000	0	1,000	0.0%	0
Movement to/(from) Gen Reserve	0	0						
<u>403 Community Resources EM Reserve</u>								
9325 EMR Street Furniture	0	0	5,000	5,000		5,000	0.0%	
9346 EMR Christmas Illuminations	0	0	4,000	4,000		4,000	0.0%	
9534 EMR CEM Tree Surgery	0	0	650	650		650	0.0%	
9535 EMR CEM Workshop / Lodge	1,888	5,418	0	(5,418)		(5,418)	0.0%	5,418
9537 EMR CEM Vehicle Replacement	0	0	1,000	1,000		1,000	0.0%	
9611 EMR Contingency	0	0	21,000	21,000		21,000	0.0%	
Community Resources EM Reserve :- Indirect Expenditure	1,888	5,418	31,650	26,233	0	26,233	17.1%	5,418
6000 plus Transfer from EMR	1,888	5,418						
Movement to/(from) Gen Reserve	0	0						

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Detailed Income & Expenditure by Budget Heading 30/09/2019

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
501 Personnel Day to Day								
4001 Salaries	3,634	21,803	51,968	30,165		30,165	42.0%	
4002 Employers Costs Super / NI	1,088	6,527	16,500	9,973		9,973	39.6%	
4008 Clerk Travel Expenses	0	0	250	250		250	0.0%	
4027 Training	0	35	500	466		466	6.9%	
Personnel Day to Day :- Indirect Expenditure	<u>4,722</u>	<u>28,364</u>	<u>69,218</u>	<u>40,853</u>	<u>0</u>	<u>40,853</u>	<u>41.0%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(4,722)</u>	<u>(28,364)</u>						
601 Town Council Day to Day								
4052 Tourism/promotions	0	0	1,000	1,000		1,000	0.0%	
4089 Citizens Advice Bureau	0	0	1,000	1,000		1,000	0.0%	
4090 Grants S137 Open Resource	0	0	4,000	4,000		4,000	0.0%	
4100 Civic Expenses	0	318	2,200	1,882		1,882	14.5%	50
4102 Mayoral Allowance	136	136	1,000	864		864	13.6%	
4103 Mayors Serjeant Expenses	0	325	650	325		325	50.0%	
4105 Election Expenses	0	0	4,000	4,000		4,000	0.0%	
4106 Deputy Mayor's Expenses	0	0	250	250		250	0.0%	
4111 Remembrance Day Parade Grant	0	0	800	800		800	0.0%	
4309 Principal Loan Repayment	0	10,257	20,514	10,257		10,257	50.0%	
4311 Flood Schemes Maintenance	0	0	12,391	12,391		12,391	0.0%	
Town Council Day to Day :- Indirect Expenditure	<u>136</u>	<u>11,036</u>	<u>47,805</u>	<u>36,769</u>	<u>0</u>	<u>36,769</u>	<u>23.1%</u>	<u>50</u>
6000 plus Transfer from EMR	0	50						
Movement to/(from) Gen Reserve	<u>(136)</u>	<u>(10,986)</u>						
602 Town Council Projects								
4294 Flood Memorial Centenary Renov	0	0	1,000	1,000		1,000	0.0%	
Town Council Projects :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0.0%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>						
603 Town Council EM Reserves								
9362 EMR Civic Property	0	15	0	(15)		(15)	0.0%	15
9363 EMR Flood Aleviation Scheme	0	0	534	534		534	0.0%	
9384 Sp Project Speed Signs	0	0	500	500		500	0.0%	
9605 EMR Tourism	0	0	1,000	1,000		1,000	0.0%	
9607 EMR Election Expenses	0	0	3,000	3,000		3,000	0.0%	
9609 EMR Funding for Sports Assets	0	0	1,000	1,000		1,000	0.0%	
9610 EMR Anniversary of Louth Flood	0	0	500	500		500	0.0%	
Town Council EM Reserves :- Indirect Expenditure	<u>0</u>	<u>15</u>	<u>6,534</u>	<u>6,519</u>	<u>0</u>	<u>6,519</u>	<u>0.2%</u>	<u>15</u>
6000 plus Transfer from EMR	0	15						
6001 less Transfer to EMR	0	6,534						
Movement to/(from) Gen Reserve	<u>0</u>	<u>(6,534)</u>						

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Detailed Income & Expenditure by Budget Heading 30/09/2019

Month No: 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	160,932	332,816	367,488	34,672			90.6%	
Expenditure	13,642	129,605	367,488	237,883	0	237,883	35.3%	
Net Income over Expenditure	<u>147,290</u>	<u>203,210</u>	<u>0</u>	<u>(203,210)</u>				
plus Transfer from EMR	1,888	5,482						
less Transfer to EMR	0	6,534						
Movement to/(from) Gen Reserve	<u>149,178</u>	<u>202,159</u>						

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Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 Earmarked Reserves	0.00		0.00
321 EMR Flood Memorial	1,000.00	-1,000.00	0.00
322 EMR CCTV refurbishment	9,637.00		9,637.00
325 EMR Street Furniture	17,234.00	5,000.00	22,234.00
326 EMR Anniversary of Louth Flood	0.00	500.00	500.00
327 EMR Contingency	0.00	21,000.00	21,000.00
329 EMR Quality Council / Office	4,245.00		4,245.00
337 EMR Conservation Area	500.00		500.00
338 EMR Civic Events	1,889.00		1,889.00
339 EMR War Memorial	3,000.00		3,000.00
340 EMR Grants 137 Reserve	66.00		66.00
346 EMR Christmas Illuminations	0.00	4,000.00	4,000.00
347 EMR Art Trail	1,000.00		1,000.00
348 EMR IT Replacement	3,861.00		3,861.00
349 EMR Civic Regalia	649.00		649.00
352 EMR TCP Floral Enhancement	1,921.00		1,921.00
359 EMR Accommodation	4,722.00		4,722.00
360 EMR Cem External Wall	4,000.00		4,000.00
362 EMR Civic Property	1,615.00	-64.90	1,550.10
363 EMR Flood Alleviation Scheme	25,966.00	534.00	26,500.00
364 EMR Clerks Training	2,540.00		2,540.00
365 EMR Accom OfficeEquip / Stor	2,000.00		2,000.00
366 EMR Cemetery Planting Project	458.00		458.00
370 EMR Cemetery Gates	1,500.00		1,500.00
380 EMR Cem Road Maintenance	2,000.00		2,000.00
381 EMR Cem Equipment Replacement	4,434.00		4,434.00
382 EMR Cem Tree Surgery	730.00	650.00	1,380.00
383 EMR Cem Workshop/Lodge	16,398.00	-5,417.50	10,980.50
384 EMR Cemetery Facilities	0.00	0.00	0.00
385 EMR Vehicle Replacement	13,658.00	1,000.00	14,658.00
386 EMR Cemetery Facilities	3,347.00		3,347.00
390 EMR Accom Roof	5,622.00		5,622.00
391 EMR Accom Boiler	10,000.00		10,000.00
392 EMR Accom Structural	3,860.00		3,860.00
393 EMR Accom Car Park	1,000.00		1,000.00
394 EMR Street Signs / Furniture	12,780.00		12,780.00
395 EMR SH Internal Decorating Foy	1,500.00		1,500.00
396 EMR Speed Signs	12.00	500.00	512.00
397 EMR Tourism	1,115.00	1,000.00	2,115.00
398 EMR Elections	8,000.00	3,000.00	11,000.00
399 EMR Funding for Sports Assets	0.00	1,000.00	1,000.00
	172,259.00	31,701.60	203,960.60

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Detailed Balance Sheet - Excluding Stock Movement**Month 6 Date 30/09/2019**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<i>Current Assets</i>		
105	VAT Refunds	23,890
201	Lloyds TSB Current/Deposit	456,557
210	National Savings Bank	109,651
220	Petty Cash	33
Total Current Assets		590,130
<i>Represented by :-</i>		
301	Current Year Fund	203,210
310	General Reserve	182,960
322	EMR CCTV refurbishment	9,637
325	EMR Street Furniture	22,234
326	EMR Anniversary of Louth Flood	500
327	EMR Contingency	21,000
329	EMR Quality Council / Office	4,245
337	EMR Conservation Area	500
338	EMR Civic Events	1,889
339	EMR War Memorial	3,000
340	EMR Grants 137 Reserve	66
346	EMR Christmas Illuminations	4,000
347	EMR Art Trail	1,000
348	EMR IT Replacement	3,861
349	EMR Civic Regalia	649
352	EMR TCP Floral Enhancement	1,921
359	EMR Accommodation	4,722
360	EMR Cem External Wall	4,000
362	EMR Civic Property	1,550
363	EMR Flood Alleviation Scheme	26,500
364	EMR Clerks Training	2,540
365	EMR Accommodation Office Equip / Stor	2,000
366	EMR Cemetery Planting Project	458
370	EMR Cemetery Gates	1,500
380	EMR Cem Road Maintenance	2,000
381	EMR Cem Equipment Replacement	4,434
382	EMR Cem Tree Surgery	1,380
383	EMR Cem Workshop/Lodge	10,981
385	EMR Vehicle Replacement	14,658
386	EMR Cemetery Facilities	3,347
390	EMR Accommodation Roof	5,622
391	EMR Accommodation Boiler	10,000
392	EMR Accommodation Structural	3,860
393	EMR Accommodation Car Park	1,000
394	EMR Street Signs / Furniture	12,780
395	EMR SH Internal Decorating Foy	1,500
396	EMR Speed Signs	512
397	EMR Tourism	2,115
398	EMR Elections	11,000
399	EMR Funding for Sports Assets	1,000
Total Equity		590,130

Date: 15/10/2019

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**Bank Reconciliation Statement as at 30/09/2019
for Cashbook 1 - Lloyds TSB Current/Deposit**

User: LMP

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds TSB Deposit Account	21/03/2019	4	69,439.71
Lloyds TSB Current Account	30/09/2019	22	391,185.57
			<u>460,625.28</u>
<u>Unpresented Cheques (Minus)</u>			<u>Amount</u>
24/09/2019 8503	PKF Littlejohn LLP		960.00
24/09/2019 8505	Cllr. F. Treanor		135.90
24/09/2019 8510	HM Revenue and Customs		1,550.70
24/09/2019 8511	LCC Pension Fund		1,421.92
			<u>4,068.52</u>
			456,556.76
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			456,556.76
		Balance per Cash Book is :-	456,556.76
		Difference is :-	0.00