BROUGHAM PARISH COUNCIL
RECONCILIATION Y/E 25.03.2020

Community Account Balance at 01.04.2019	£	1,347.22	
Less Payments out	-£	2,070.50	
Add Receipts in	£	1,203.00	
Add Unpresented Cheques	£	75.43	
Less uncleared lodgements			
Less UP Cheques Y/E 31.03.2019			
	£	555.15	
Bank Statement Balance as at 31.03.2020	£	555.15	
Reconciliation			0
Funds Available	**£**	**479.72**	Balance - Unpresented Cheques + Uncleared Lodgements

Funds Available to BPC	**As Balances**		**As Funds**	
Current Account	£	555.15	£	479.72
	£	555.15	£	479.72

BROUGHAM PARISH COUNCIL
COMMUNITY ACCOUNT
EXPENDITURE RECONCILIATION Y/E 31.03.2020

Exp Ref	Date	Payee	Reference	Value	Banked	VAT	Internet Cost	Stationery / Printing	Election costs	Grass Cutting	Subs	Insurance	Audit	Sundries	Rent	Grant	Donation	Training	HMRC	Clerk Salary	HMRC	Savings AC Tsfr	Total	Difference
1	23.04.19	Clerks salary	SO	£ 97.05	23.04.19															97.05			97.05	0.00
2	15.05.19	Internal audit	100099	£ 50.00	29.05.19								50.00										50.00	0.00
3	15.05.19	clerks expenses	100098	£ 61.95	06.06.19	0.90								61.05									61.95	0.00
4	15.05.19	CALC subs	100100	£ 116.40	17.06.19						116.40												116.40	0.00
5	15.05.19	Clerk slaary increment	100101	£ 10.85	06.06.19															10.85			10.85	0.00
6	15.05.19	Zurich Insurance	100102	£ 84.00	30.05.19							84.00											84.00	0.00
7	20.05.19	Clerks salary	SO	£ 97.05	20.05.19															97.05			97.05	0.00
8	20.06.19	Clerks salary	SO	£ 97.05	20.06.19															97.05			97.05	0.00
9	20.07.19	Clerks salary	SO	£ 97.05	22.07.19															97.05			97.05	0.00
10	20.08.19	clerks slalary	SO	£ 97.05	20.08.19															97.05			97.05	0.00
11	21.08.19	clerks expenses	100103	£ 106.17	30.08.19	1.30								104.87									106.17	0.00
12	21.08.19	clerks salary increment	100104	£ 43.40	30.08.19															43.40			43.40	0.00
13	21.08.19	EDC election charges	100105	£ 105.00	04.09.19				105.00														105.00	0.00
14	13.09.19	ICO	DD	£ 35.00	13.09.19						35.00												35.00	0.00
15	20.09.19	Clerks salary	SO	£ 107.90	20.09.19															107.90			107.90	0.00
16	20.10.19	Clerks salary	SO	£ 107.90	20.10.19															107.90			107.90	0.00
17	23.10.19	Clerks expenses	100107	£ 54.34	25.10.19									54.34									54.34	0.00
18	20.11.19	clerks salary	SO	£ 107.90	20.11.19															107.90			107.90	0.00
19	20.12.19	Clerks salary	SO	£ 107.90	20.12.19															107.90			107.90	0.00
20	15.01.20	HMRC	100109	£ 6.41	29.01.20														6.41				6.41	0.00
21	15.01.20	clerks expenses	100108	£ 36.00	29.01.20									36.00									36.00	0.00
22	15.01.20	Calc course fees	100110	£ 45.00	17.02.20													45.00					45.00	0.00
23	20.01.20	clerks salary	SO	£ 107.90	20.01.20															107.90			107.90	0.00
24	20.02.20	Clerks salary	SO	£ 107.90	20.02.20															107.90			107.90	0.00
25	11.03.20	clerks expenses	100111	£ 60.43	06.04.20									60.43									60.43	0.00
26	11.03.20	website fees	100112	£ 15.00	07.04.20		15.00																15.00	0.00
27	20.03.20	clerks salary	SO	£ 107.90	20.03.29															107.90			107.90	0.00
		Total Expenditure		**£ 2,070.50**		**2.20**	**15.00**	**0.00**	**105.00**	**0.00**	**151.40**	**84.00**	**50.00**	**316.69**	**0.00**	**0.00**	**0.00**	**45.00**	**6.41**	**1294.80**	**0.00**	**0.00**	**2070.50**	**0.00**

Box 6	Total Expenditure Ex Clerk Wages	775.70
Box 4	Clerk Wages	1294.80
	Internal Transfer	0.00
		2070.50

Budget Figures	
Total Expenditure Ex Clerk Wages	775.70
Clerk Wages	1294.80
	2070.50

BROUGHAM PARISH COUNCIL
COMMUNITY ACCOUNT
INCOME RECONCILLIATION Y/E 31.03.2020

Inc Ref	Date	Reference	Value	Banked	BB Advertising	Rent	Website Advertising	Donations	Car Parking	Grant	VAT Return	UU Wayleave	Precept	CTRS	Petty Cash	Savings AC Tsfr to Current AC	Total	Difference
1	26.04.19	EDC precept	£ 1,203.00	26.04.19									1200.00	3.00			1203.00	0.00
2				00/01/1900													0.00	0.00
3				00/01/1900													0.00	0.00
4				00/01/1900													0.00	0.00
		Total Income	**1203.00**		**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1200.00**	**3.00**	**0.00**	**0.00**	**1203.00**	**0.00**
			£ 3.00															

Box 3	Total Income Ex Precept	£ 3.00
Box 2	Precept	£ 1,200.00
		£ 1,203.00

BROUGHAM Parish Council
Monthly Bank Reconciliation
December 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
20.12.19	clerks salary	£ 107.90	
		£ 107.90	£ -

Opening Balance	£	1,074.16
Less Expenditure	-£	107.90
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques		
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	966.26
Balance as per Bank Statement 25.12.19	£	966.26
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
November 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
20.11.19	Clerks salary	£ 107.90	
		£ 107.90	£ -

Opening Balance	£	1,182.06
Less Expenditure	-£	107.90
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques		
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	1,074.16
Balance as per Bank Statement 25.11.19	£	1,074.16
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
October 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
20.10.19	Clerks salary	£ 107.90	
23.10.19	Clerks expenses	£ 54.34	
		£ 162.24	£ -

Opening Balance	£	1,344.30
Less Expenditure	-£	162.24
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques		
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	1,182.06
Balance as per Bank Statement 25.10.19	£	1,182.06
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
September 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
13.09.19	ICO	£ 35.00	
20.09.19	Clerks salary	£ 107.90	
		£ 142.90	£ -

Opening Balance	£	1,741.77
Less Expenditure	-£	142.90
Less Presented Cheques from previous Brec	-£	254.57
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques		
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	1,344.30
Balance as per Bank Statement 25.09.18	£	1,344.30
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
August 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
20.05.19	clerks salary	£ 97.05	
21.08.19	clerks expenses	£ 106.17	
21.08.19	clerks salary increment	£ 43.40	
21.08.19	EDC Election charges	£ 105.00	
		£ 351.62	£ -

Opening Balance	£	1,838.82
Less Expenditure	-£	351.62
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques	£	254.57
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	1,741.77
Balance as per Bank Statement 25.08.19	£	1,741.77
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
July 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
22.07.19	Clerks salary	£ 97.05	
		£ 97.05	£ -

Opening Balance	£	1,935.87
Less Expenditure	-£	97.05
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques		
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	1,838.82
Balance as per Bank Statement 25.07.19	£	1,838.82
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
June 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
20.06.19	Clerks salary	£ 97.05	
		£ 97.05	

Opening Balance	£	2,356.12
Less Expenditure	-£	97.05
Less Presented Cheques from previous Brec	-£	323.20
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques		
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	1,935.87
Balance as per Bank Statement 25.06.19	£	1,935.87
Difference	£	-

£ -

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
May 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
26.04.19	EDC Precept		£ 1,203.00
15.05.19	Internal Audit	£ 50.00	
15.05.19	Clerks expenses	£ 61.95	
15.05.19	CALC subs	£ 116.40	
15.05.19	Clerk salary increment	£ 10.85	
15.05.19	Zurich insurance	£ 84.00	
20.05.19	Clerks salary	£ 97.05	
		£ 420.25	£ 1,203.00

Opening Balance	£	1,250.17
Less Expenditure	-£	420.25
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	1,203.00
Add Unpresented Cheques	£	323.20
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	2,356.12
Balance as per Bank Statement 25.05.19	£	2,356.12
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____
Chair Person _____
Vice Chairman / Councillor _____
Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
April 2019

DATE	DESCRIPTION	EXPENDITURE	INCOME
23.04.19	Clerks salary	£ 97.05	
		£ 97.05	£ -

Opening Balance	£	1,397.80
Less Expenditure	-£	97.05
Less Presented Cheques from previous Brec	-£	50.58
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques		
Add Cancelled Cheque	£	-
Less Lodgements not cleared		
Balance	£	1,250.17
Balance as per Bank Statement 25.04.19	£	1,250.17
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____

Chair Person _____

Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
Jan 2020

DATE	DESCRIPTION	EXPENDITURE	INCOME
15.01.20	clerks expenses	£ 36.00	
15.01.20	HMRC	£ 6.41	
15.01.20	Calc course fees	£ 45.00	
20.01.20	clerk salary	£ 107.90	
		£ 195.31	£ -

Opening Balance	£	966.26
Less Expenditure	-£	195.31
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques	£	87.41
Add Cancelled Cheque		
Less Lodgements not cleared		
Balance	£	858.36
Balance as per Bank Statement 25.01.20	£	858.36
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____

Chair Person _____

Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
Feb 2020

DATE	DESCRIPTION	EXPENDITURE	INCOME
20.02.20	clerk salary	£ 107.90	
		£ 107.90	£ -

Opening Balance	£	858.36
Less Expenditure	-£	107.90
Less Presented Cheques from previous Brec	-£	87.41
Add Clear lodgements from previous Brec		
Add Income	£-	
Add Unpresented Cheques		
Add Cancelled Cheque	£-	
Less Lodgements not cleared		
Balance	£	663.05
Balance as per Bank Statement 25.02.20	£	663.05
Difference	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenditure & Income for Brougham Parish Council

Clerk _____

Chair Person _____

Date _____

BROUGHAM Parish Council
Monthly Bank Reconciliation
March 2020

DATE	DESCRIPTION
11.03.20	clerks expenses
11.03.20	website fees
20.03.20	clerks salary

Opening Balance	£	663.05
Less Expenditure	-£	183.33
Less Presented Cheques from previous Brec		
Add Clear lodgements from previous Brec		
Add Income	£	-
Add Unpresented Cheques	£	75.43
Add Cancelled Cheque	£-	
Less Lodgements not cleared		
Balance	£	555.15
Balance as per Bank Statement 25.03.20	£	555.15
Difference	£	-

EXPENDITURE		INCOME	
£	60.43		
£	15.00		
£	107.90		
£	183.33	£	-

This Bank Reconciliation is a true reflection of the Bank Account, Expenc
Income for Brougham Parish Council

Clerk _____

Chair Person _____

Date _____

diture &

BROUGHAM PARISH COUNCIL

Summary of Accounts - Year ending 31st March 2020

Balance to go forward 1st April 2020	**£479.72**
These funds are held as follows:	
HSBC Community Accounts	**£ 479.72**
	£479.72

Signed ..... (Chairman)

Signed ..... (Responsible Financial Officer)

Signed ..... (Internal Auditor)

BROUGHAM PARISH COUNCIL

Bank Reconciliation

Financial year ending 31 March 2020

Prepared by : ..... Clerk/RFO

Date: .....

Approved by: ..... Internal Auditor

Date: .....

Balance per bank statements as at 31 March 2020

HSBC Community Accounts	£	555.15
Total net bank balances as at 31 March 2020		**£555.15**

The net balances reconcile to the receipts and payments
Account for the year as follows:

Opening balance	£	1,397.22
Add total receipts in the year	£	1,203.00
Less total payments in the year	£	2,070.50
less unpaid cheques from year end 31/03/19	£	50.00
Cheques not presented at year end 31/03/20	£	75.43
Closing balance per cash book as at 31 March 2020	**£**	**555.15**