

**Bank Reconciliation Statement as at 31/03/2021
for Cashbook 1 - Current/Reserve Bank A/c's**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
			0.00
Current Account 72702729	31/03/2021	2012	1,000.00
Business Reserve 91519578	31/03/2021	2012	779,325.81
			<u>780,325.81</u>
 <u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			780,325.81
 <u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			780,325.81
		Balance per Cash Book is :-	780,325.81
		Difference is :-	0.00

Alan Smith

14 APRIL 2021

**Bank Reconciliation Statement as at 31/03/2021
for Cashbook 2 - Bonus Saver**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Bonus Saver A/c 52505359	31/03/2021	2012	85,174.81
			<u>85,174.81</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			85,174.81
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			85,174.81
		Balance per Cash Book is :-	85,174.81
		Difference is :-	0.00

Alan Smith

14 APRIL 2021

**Bank Reconciliation Statement as at 31/03/2021
for Cashbook 3 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/03/2021	2012	166.05
			0.00
			<u>166.05</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			166.05
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			166.05
		Balance per Cash Book is :-	166.05
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/03/2021
for Cashbook 6 - PayPal**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
PayPal	31/03/2014	2012	0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/03/2021
for Cashbook 7 - Credit Card**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Credit Card	31/03/2021	2012	0.00
			0.00
			0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Detailed Income & Expenditure by Budget Heading 31/03/2021

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Town Council Income								
1176 Precept	667,543	687,192	687,192	0			100.0%	
1190 Interest Received	1,598	386	800	414			48.3%	
1912 Other income	0	2,500	0	(2,500)			0.0%	
Town Council Income :- Income	669,141	690,078	687,992	(2,086)			100.3%	0
Net Income	669,141	690,078	687,992	(2,086)				
101 Administration								
1913 Covid Disc. Grant	0	1,856	0	(1,856)			0.0%	
Administration :- Income	0	1,856	0	(1,856)				0
4100 Mayor's Allowance	2,167	1,636	2,000	364		364	81.8%	
4101 Civic & Ceremonial	1,295	730	2,500	1,770		1,770	29.2%	
4108 Outlook 365	2,275	0	0	0		0	0.0%	
4110 ICT Support/Packages	5,647	7,151	8,950	1,799		1,799	79.9%	
4111 Subscriptions	3,341	3,756	3,600	(156)		(156)	104.3%	
4112 Audit Fees	3,890	0	0	0		0	0.0%	
4114 Accountancy & Audit Services	3,550	7,620	8,200	580		580	92.9%	
4120 Insurance	7,050	7,991	10,000	2,009		2,009	79.9%	
4121 Rent- SLI	7,120	4,460	7,120	2,660		2,660	62.6%	
4122 Utilities - SLI	3,843	3,423	3,500	77		77	97.8%	
4123 Telephones	1,913	2,293	2,500	207		207	91.7%	
4130 Stationery	1,486	659	1,500	841		841	43.9%	
4131 Photocopying	719	331	1,000	669		669	33.1%	
4135 Postages	152	216	400	184		184	54.0%	
4136 Election costs	0	0	8,000	8,000		8,000	0.0%	
4140 Office Furniture	(341)	0	0	0		0	0.0%	
4141 Office Equipment/Furniture	9,126	4,420	8,500	4,080		4,080	52.0%	
4142 Office Maintenance	159	0	500	500		500	0.0%	
4150 Travelling Expenses	80	0	500	500		500	0.0%	
4151 Training	1,654	95	4,000	3,905		3,905	2.4%	
4152 HR & H&S Support	2,496	8,352	3,000	(5,352)		(5,352)	278.4%	
4154 Aged debt write off	0	2,052	0	(2,052)		(2,052)	0.0%	
4196 Hospitality	71	0	0	0		0	0.0%	
4197 Bank Charges	2,202	975	2,500	1,525		1,525	39.0%	
4198 Cleaning	150	0	0	0		0	0.0%	
4199 Other Expenses	59	50	550	500		500	9.1%	
4400 Storage Unit Rental	3,653	(249)	0	249		249	0.0%	
4630 Legal Fees	0	734	1,500	766		766	48.9%	
6091 Covid-19	0	2,001	0	(2,001)		(2,001)	0.0%	

Notes:

This is an interim report as the year-end accounting procedures and actions are not complete as at agenda publication date. The final year-end reports are being presented to Council in June 2021.

Detailed Income & Expenditure by Budget Heading 31/03/2021

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6140 Waste Disposal	1,023	1,113	1,350	237		237	82.4%	
6290 Advertising	854	797	800	3		3	99.6%	
Administration :- Indirect Expenditure	65,634	60,604	82,470	21,866	0	21,866	73.5%	0
Net Income over Expenditure	(65,634)	(58,748)	(82,470)	(23,722)				
<u>102 Staff Costs</u>								
4000 Salaries	122,633	139,178	127,500	(11,678)		(11,678)	109.2%	
4001 Employer's NI	12,011	13,962	11,100	(2,862)		(2,862)	125.8%	
4002 Employer's Superannuation	25,229	29,474	27,800	(1,674)		(1,674)	106.0%	
Staff Costs :- Indirect Expenditure	159,873	182,615	166,400	(16,215)	0	(16,215)	109.7%	0
Net Expenditure	(159,873)	(182,615)	(166,400)	16,215				
<u>105 Publicity</u>								
4300 Newsletter Printing	4,134	0	4,740	4,740		4,740	0.0%	
4310 Website Maintenance	489	263	420	157		157	62.6%	
Publicity :- Indirect Expenditure	4,623	263	5,160	4,897	0	4,897	5.1%	0
Net Expenditure	(4,623)	(263)	(5,160)	(4,897)				
<u>110 Grants/Discretionary Payments</u>								
4500 Transport Festival	12,000	0	12,000	12,000		12,000	0.0%	
4503 Hanging Baskets	7,109	3,697	8,000	4,303		4,303	46.2%	
4508 Christmas Lights	13,367	25,828	27,500	1,672		1,672	93.9%	
4515 Concert Series	2,500	2,500	2,500	0		0	100.0%	
4530 Community Grants	7,904	16,558	20,000	3,442		3,442	82.8%	
4550 Foden's Sponsorship	7,500	7,500	7,500	0		0	100.0%	
4551 Town Crier Honorarium	750	750	750	0		0	100.0%	
4560 Churchyard Maintenance	1,580	1,580	1,580	0		0	100.0%	
4573 Woodland and Wildlife	1,800	1,500	1,500	0		0	100.0%	
4599 Other Regular Donations	100	0	300	300		300	0.0%	
4601 Sandbach Partnership	10,000	0	10,000	10,000		10,000	0.0%	
4611 Remembrance Parade	243	0	250	250		250	0.0%	
4640 CCTV Contribution	5,700	5,700	5,700	0		0	100.0%	
4660 Allotments	1,000	1,000	1,000	0		0	100.0%	
4664 Sandbach Clean Team	500	520	520	0		0	100.0%	
Grants/Discretionary Payments :- Indirect Expenditure	72,052	67,134	99,100	31,966	0	31,966	67.7%	0
Net Expenditure	(72,052)	(67,134)	(99,100)	(31,966)				

Detailed Income & Expenditure by Budget Heading 31/03/2021

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
140 Community Events								
4810 Events Income	6,682	0	0	0			0.0%	
Community Events :- Income	6,682	0	0	0				0
4820 Community Events	13,785	195	3,200	3,005		3,005	6.1%	
Community Events :- Indirect Expenditure	13,785	195	3,200	3,005	0	3,005	6.1%	0
Net Income over Expenditure	(7,103)	(195)	(3,200)	(3,005)				
180 Sandbach Town Hall								
1913 Covid Disc. Grant	0	17,415	0	(17,415)			0.0%	
4801 Ticket Income	3,792	0	8,000	8,000			0.0%	
4806 Refreshment sales	6,265	(2)	8,000	8,002			0.0%	
4807 Cinema Income	6,468	0	6,600	6,600			0.0%	
4808 Catering Income	663	0	0	0			0.0%	
4809 Town Hall other income	283	0	0	0			0.0%	
6000 Town Hall hire fees	66,394	7,013	70,000	62,987			10.0%	
6002 Town Hall Bar Income	24,673	149	35,000	34,851			0.4%	
Sandbach Town Hall :- Income	108,537	24,576	127,600	103,024			19.3%	0
4831 Town Hall Events Costs	2,739	1,972	1,000	(972)		(972)	197.2%	
4838 Cinema Costs	4,863	458	5,500	5,042		5,042	8.3%	
4839 Catering Purchases	963	0	0	0		0	0.0%	
4840 Refreshment purchases	956	1	1,750	1,749		1,749	0.1%	
6010 Town Hall Bar Purchases	11,191	13	17,500	17,487		17,487	0.1%	
Sandbach Town Hall :- Direct Expenditure	20,712	2,444	25,750	23,306	0	23,306	9.5%	0
4670 New Purchases/Projects	0	3,269	20,793	17,524		17,524	15.7%	
6020 Town Hall Salaries	86,467	59,062	107,500	48,438		48,438	54.9%	
6021 Employers NIC	4,544	3,595	5,100	1,505		1,505	70.5%	
6022 Superannuation	9,698	9,975	13,600	3,625		3,625	73.3%	
6070 Training	418	0	660	660		660	0.0%	
6080 Maintenance	5,587	3,194	4,640	1,446		1,446	68.8%	
6091 Covid-19	0	2,743	0	(2,743)		(2,743)	0.0%	
6100 Light and Heat	13,873	10,760	10,000	(760)		(760)	107.6%	
6110 Rates and Water	7,548	10,273	8,000	(2,273)		(2,273)	128.4%	
6120 Repairs	3,569	2,539	4,000	1,461		1,461	63.5%	
6124 Condition Survey	278	250	35,990	35,740		35,740	0.7%	
6140 Waste Disposal	1,397	1,396	1,450	54		54	96.3%	
6150 Security	0	35	500	465		465	7.0%	
6220 Cleaning	1,815	2,246	3,000	754		754	74.9%	
6230 Equipment renewals	5,159	1,443	3,000	1,557		1,557	48.1%	

Detailed Income & Expenditure by Budget Heading 31/03/2021

Month No: 12

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
6280 Telephone	4,818	4,384	4,000	(384)		(384)	109.6%	
6300 Performing Rights Licence	11	774	800	26		26	96.8%	
6310 Premises Licence	200	200	500	300		300	40.0%	
6340 Marketing	536	559	2,000	1,441		1,441	28.0%	
6350 Irrecoverable VAT	6,632	7,958	6,250	(1,708)		(1,708)	127.3%	
7000 Public Works Loan Board	29,605	29,605	29,606	1		1	100.0%	
Sandbach Town Hall :- Indirect Expenditure	182,155	154,259	261,389	107,130	0	107,130	59.0%	0
Net Income over Expenditure	(94,330)	(132,127)	(159,539)	(27,412)				
182 Car Parks								
4619 Car Parks refurbishment	0	6,284	100,947	94,663		94,663	6.2%	
6080 Maintenance	18	40	500	460		460	8.1%	
Car Parks :- Indirect Expenditure	18	6,324	101,447	95,123	0	95,123	6.2%	0
Net Expenditure	(18)	(6,324)	(101,447)	(95,123)				
184 Town Hall Shop Units								
6005 Town Hall Shop Units	15,850	13,433	15,850	2,417			84.7%	
Town Hall Shop Units :- Income	15,850	13,433	15,850	2,417			84.7%	0
6351 Town Hall Units Expenditure	916	266	1,500	1,234		1,234	17.8%	
Town Hall Shop Units :- Indirect Expenditure	916	266	1,500	1,234	0	1,234	17.8%	0
Net Income over Expenditure	14,934	13,166	14,350	1,184				
185 Ranger								
6230 Equipment renewals	0	1,483	12,000	10,517		10,517	12.4%	
Ranger :- Indirect Expenditure	0	1,483	12,000	10,517	0	10,517	12.4%	0
Net Expenditure	0	(1,483)	(12,000)	(10,517)				
190 Outdoor Market								
1900 Other Market Income	0	275	0	(275)			0.0%	
1905 Outdoor Market Income	22,996	10,581	45,000	34,419			23.5%	
1906 Christmas Markets	3,866	0	0	0			0.0%	
1907 Other Market Income	3,035	650	0	(650)			0.0%	
1911 Gazebo Income	4,556	1,109	0	(1,109)			0.0%	
1913 Covid Disc. Grant	0	1,396	0	(1,396)			0.0%	
Outdoor Market :- Income	34,453	14,011	45,000	30,989			31.1%	0
4155 Income Write off	0	297	0	(297)		(297)	0.0%	

09:03

Detailed Income & Expenditure by Budget Heading 31/03/2021

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4670 New Purchases/Projects	0	0	5,284	5,284		5,284	0.0%	
6021 Employers NIC	1,467	1,810	1,400	(410)		(410)	129.3%	
6022 Superannuation	3,281	4,193	3,700	(493)		(493)	113.3%	
6023 Market wages	36,514	31,122	34,000	2,878		2,878	91.5%	
6070 Training	698	0	1,060	1,060		1,060	0.0%	
6080 Maintenance	265	243	2,000	1,757		1,757	12.2%	
6090 Health and Safety	262	0	450	450		450	0.0%	
6091 Covid-19	0	1,396	0	(1,396)		(1,396)	0.0%	
6100 Light and Heat	288	268	500	232		232	53.5%	
6110 Rates and Water	7,457	7,067	8,500	1,434		1,434	83.1%	
6120 Repairs	0	0	500	500		500	0.0%	
6124 Condition Survey	0	0	150	150		150	0.0%	
6140 Waste Disposal	4,581	3,250	5,000	1,750		1,750	65.0%	
6200 Motor expenses	11,827	2,148	4,500	2,352		2,352	47.7%	349
6230 Equipment renewals	1,895	0	3,000	3,000		3,000	0.0%	
6280 Telephone	155	129	175	46		46	73.6%	
6290 Advertising	1,807	0	2,500	2,500		2,500	0.0%	
6350 Irrecoverable VAT	1,563	645	3,125	2,480		2,480	20.6%	
6352 Christmas Market costs	2,179	0	0	0		0	0.0%	
Outdoor Market :- Indirect Expenditure	74,239	52,569	75,844	23,275	0	23,275	69.3%	349
Net Income over Expenditure	(39,786)	(38,558)	(30,844)	7,714				
9000 plus Transfer from EMR	0	349						
Movement to/(from) Gen Reserve	(39,786)	(38,209)						
191 Indoor Market								
1901 Indoor Market Income	36,089	17,362	35,000	17,638			49.6%	
1907 Other Market Income	4,568	1,378	0	(1,378)			0.0%	
1913 Covid Disc. Grant	0	4,332	0	(4,332)			0.0%	
Indoor Market :- Income	40,656	23,071	35,000	11,929			65.9%	0
4155 Income Write off	0	186	0	(186)		(186)	0.0%	
4613 Indoor Market Hall Project	21,837	1,215	0	(1,215)		(1,215)	0.0%	
6021 Employers NIC	688	834	600	(234)		(234)	139.0%	
6022 Superannuation	1,874	1,797	1,600	(197)		(197)	112.3%	
6023 Market wages	9,047	11,260	10,000	(1,260)		(1,260)	112.6%	
6070 Training	148	0	260	260		260	0.0%	
6080 Maintenance	638	245	800	555		555	30.6%	
6090 Health and Safety	0	0	450	450		450	0.0%	
6091 Covid-19	0	4,332	0	(4,332)		(4,332)	0.0%	
6100 Light and Heat	2,161	1,301	7,000	5,699		5,699	18.6%	

09:03

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Cost Centre Report

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6110 Rates and Water	5,155	6,990	5,750	(1,240)		(1,240)	121.6%	
6120 Repairs	309	849	1,600	751		751	53.1%	
6124 Condition Survey	0	0	24,600	24,600		24,600	0.0%	
6140 Waste Disposal	1,139	895	1,300	405		405	68.8%	
6220 Cleaning	414	0	500	500		500	0.0%	
6230 Equipment renewals	734	2,882	4,750	1,868		1,868	60.7%	
6280 Telephone	62	55	720	665		665	7.7%	
6291 Market Hall Advertising	1,737	102	250	148		148	40.8%	
6350 Irrecoverable VAT	1,979	2,467	3,125	658		658	78.9%	
Indoor Market :- Indirect Expenditure	47,921	35,411	63,305	27,894	0	27,894	55.9%	0
Net Income over Expenditure	(7,265)	(12,339)	(28,305)	(15,966)				
<u>200 Public Conveniences</u>								
6091 Covid-19	0	304	0	(304)		(304)	0.0%	
6100 Light and Heat	444	315	600	285		285	52.6%	
6110 Rates and Water	1,706	5,048	2,500	(2,548)		(2,548)	201.9%	
6120 Repairs	1,103	50	1,000	950		950	5.0%	
6124 Condition Survey	420	0	75	75		75	0.0%	
6140 Waste Disposal	88	0	250	250		250	0.0%	
6400 Supplies (Public Conveniences)	672	96	1,000	904		904	9.6%	
6402 Vandalism Repairs	740	0	1,500	1,500		1,500	0.0%	
6406 Contract Cleaning	13,104	8,478	13,500	5,022		5,022	62.8%	
Public Conveniences :- Indirect Expenditure	18,277	14,291	20,425	6,134	0	6,134	70.0%	0
Net Expenditure	(18,277)	(14,291)	(20,425)	(6,134)				
<u>400 Projects</u>								
1192 Community Inf. Levy	0	2,077	0	(2,077)			0.0%	
Projects :- Income	0	2,077	0	(2,077)				0
4600 Projects	200	0	1,000	1,000		1,000	0.0%	
4603 Parks/Play Areas	15,000	0	0	0		0	0.0%	
4604 Tidy Town	133	52	500	448		448	10.3%	
4614 Office Project	0	500	0	(500)		(500)	0.0%	500
4616 Town Hall Office	48,228	200	0	(200)		(200)	0.0%	200
4625 Benches/Street Furniture	480	0	500	500		500	0.0%	
4626 Community/Pubwatch	0	0	6,000	6,000		6,000	0.0%	
4627 CCTV Projects	0	0	10,000	10,000		10,000	0.0%	
4628 Public toilet refurb.	0	0	50,000	50,000		50,000	0.0%	
4629 Repay Loan/Commit	0	0	52,382	52,382		52,382	0.0%	

09:03

Detailed Income & Expenditure by Budget Heading 31/03/2021

Month No: 12

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4645 Project Management Cons Fees	4,300	0	0	0		0	0.0%	
4648 Neighbourhood Plan	138	613	0	(613)		(613)	0.0%	250
4667 Asset Maintenance Prov	0	14,420	10,000	(4,420)		(4,420)	144.2%	4,420
4670 New Purchases/Projects	4,003	0	0	0		0	0.0%	
6350 Irrecoverable VAT	6,449	0	0	0		0	0.0%	
6500 Christmas Trees	1,650	0	0	0		0	0.0%	
Projects :- Indirect Expenditure	80,581	15,785	130,382	114,597	0	114,597	12.1%	5,370
Net Income over Expenditure	(80,581)	(13,708)	(130,382)	(116,674)				
9000 plus Transfer from EMR	0	5,370						
Movement to/(from) Gen Reserve	(80,581)	(8,338)						
Grand Totals:- Income	875,319	769,102	911,442	142,340			84.4%	
Expenditure	740,786	593,641	1,048,372	454,731	0	454,731	56.6%	
Net Income over Expenditure	134,533	175,461	(136,930)	(312,391)				
plus Transfer from EMR	0	5,719						
Movement to/(from) Gen Reserve	134,533	181,180						

List of Payments made between 01/01/2021 and 31/03/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/01/2021	Legal and General	20830	213.74		Monthly Critical Illness
04/01/2021	Cheshire East Council	20831	624.00		Business rates JAN21
04/01/2021	Cheshire East Council	20832	107.00		Business rates JAN21
04/01/2021	Cheshire East Council	20833	699.00		Business rates JAN21
04/01/2021	Cheshire East Council	20834/5	67.00		Business rates JAN21
04/01/2021	Prism Solutions	20829	196.15		Monthly wifi (TH)
07/01/2021	BT	20841	148.99		Monthly telephone costs (TH/A)
11/01/2021	The Fuel Card People	20843	2.88		Fuel card fees (ODM)
12/01/2021	West Merica Energy	20845	1,875.84		Elec: NOV2020 (Pconv)
13/01/2021	Evo Payments International	20847	24.43		Card machine fees (A)
14/01/2021	Natwest	20852	19.20		Bankline charges
15/01/2021	EE Mobile	20854	18.40		Monthly mkt mobile costs
15/01/2021	Staff Salaries	20853	16,249.99		January 21 salaries
18/01/2021	BACS P/L Pymnt Page 873	BACS Pymnt	4,127.51		BACS P/L Pymnt Page 873
18/01/2021	BACS P/L Pymnt Page 874	BACS Pymnt	1,830.27		BACS P/L Pymnt Page 874
18/01/2021	BACS P/L Pymnt Page 875	BACS Pymnt	125.00		BACS P/L Pymnt Page 875
20/01/2021	Staff Operational Expenses	20868	57.88		Amazon: T/H kitchen equip.
21/01/2021	Wirehouse Employer Svs	20872	241.92		Monthly empl srvs
25/01/2021	Prism Solutions	20877	885.86		Monthly ICT & Wifi (Mix)
26/01/2021	ICO	20881	35.00		Annual data protection fee
27/01/2021	BACS P/L Pymnt Page 876	BACS Pymnt	4,262.40		BACS P/L Pymnt Page 876
28/01/2021	Credit Card	20888	290.87		Credit Card DD
29/01/2021	HMRC	20892	4,674.92		Monthly PAYE/NI
29/01/2021	Cheshire Pension Fund	20891	4,950.88		January 2021
29/01/2021	Natwest	20890	39.87		Bank charges
01/02/2021	Prism Solutions	20897	196.15		Monthly BB costs (TH)
01/02/2021	Cheshire East Council	20898	624.00		Business Rates
01/02/2021	Cheshire East Council	20899	699.00		Business Rates ODM
01/02/2021	Cheshire East Council	20900/1	67.00		Business Rates IDM
05/02/2021	BACS P/L Pymnt Page 878	BACS Pymnt	1,436.54		BACS P/L Pymnt Page 878
05/02/2021	BACS P/L Pymnt Page 879	BACS Pymnt	400.00		BACS P/L Pymnt Page 879
05/02/2021	Town Hall deposits	20911	182.50		Return of deposit 15MAY21
08/02/2021	The Fuel Card People	20919	2.88		Fuel card fee (ODM)
08/02/2021	BT	20920	150.33		Monthly telephone costs
10/02/2021	Evo Payments International	20925	23.59		Reversal of initial input
15/02/2021	The Fuel Card People	20931	71.34		Fuel for van (ODM)
15/02/2021	West Merica Energy	20933	410.66		Gas: DEC2020 (TH)
15/02/2021	Natwest	20929	14.00		Bankline charges
15/02/2021	EE Mobile	20932	18.41		Monthly mkt mobile (Mkt)
15/02/2021	Staff Salaries	20930	14,563.32		February 2021
17/02/2021	BACS P/L Pymnt Page 880	BACS Pymnt	3,783.81		BACS P/L Pymnt Page 880
22/02/2021	West Merica Energy	20952	1,811.18		Elec: DEC2020 (Pconv)
24/02/2021	Petty Cash	005563	210.31		Replenishment
25/02/2021	BACS P/L Pymnt Page 885	BACS Pymnt	6,220.62		BACS P/L Pymnt Page 885
25/02/2021	Prism Solutions	20962	885.86		Monthly ICT (A&TH)
25/02/2021	The Limes Bowling Club	5566	1,800.00	FCM04.02.21	Grant Award Limes BC
25/02/2021	Ucan Play Ltd	20957	3,870.00	FCM04.02.21	Grant award Ucan Play

List of Payments made between 01/01/2021 and 31/03/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/02/2021	Staff expenses	20961	65.92		Stationery
26/02/2021	Natwest	20966	15.61		Bank charges
26/02/2021	Cheshire Pension Fund	20967	4,428.80		FEB21 Pension
26/02/2021	HMRC	20968	3,981.11		FEB21 PAYE & NI
01/03/2021	Credit Card	20972	778.51		DD Transfer
01/03/2021	Prism Solutions	20971	195.12		Telephone/BB Lines [TH]
01/03/2021	Prism Solutions	20971	1.03		Telephone/BB Lines [TH]
04/03/2021	Legal and General	20979	427.48		Monthly C.Illness
08/03/2021	The Fuel Card People	20983	2.88		Fuel card admin fee
10/03/2021	Evo Payments International	20996	21.87		Card machine fees FEB21
10/03/2021	BT	20997	123.30		Telephone & BB
12/03/2021	BACS P/L Pymnt Page 890	BACS Pymnt	15,284.07		BACS P/L Pymnt Page 890
15/03/2021	Staff Salaries	21008	15,838.31		March 2021 Salaries
15/03/2021	Natwest	21007	18.80		Bankline charges
17/03/2021	M [REDACTED]	21015	1,000.00	TCM11.02.21.9.2.	Sponsorship 20-21
17/03/2021	PWLB	21016	2,467.11		Loan repayment
17/03/2021	BACS P/L Pymnt Page 900	BACS Pymnt	705.00		BACS P/L Pymnt Page 900
18/03/2021	BACS P/L Pymnt Page 893	BACS Pymnt	-33.80		BACS P/L Pymnt Page 893
22/03/2021	West Merica Energy	21019	2,236.45		Elec: JAN21 [Pcov]
25/03/2021	BACS P/L Pymnt Page 894	BACS Pymnt	2,035.09		BACS P/L Pymnt Page 894
25/03/2021	EE Mobile	21009	18.40		Monthly Mkt mobile costs
25/03/2021	Prism Solutions	21030	1,838.30		New ICT equipment
25/03/2021	Prism Solutions	21035	885.86		Monthly ICT
29/03/2021	Credit Card	21041	24.15		Monthly DD
30/03/2021	BACS P/L Pymnt Page 901	BACS Pymnt	3,762.00		BACS P/L Pymnt Page 901
31/03/2021	Natwest	21046	17.99		Bank charges
31/03/2021	HMRC	21048	4,715.19		Monthly PAYE & NI MAR21
31/03/2021	Cheshire Pension Fund	21047	4,940.09		Pension MAR21
Total Payments			<u>145,005.14</u>		

SANDBACH TOWN COUNCIL**PAYMENTS MADE REPORT 2: BACS payments and other Cashbook payments****1st January to 31st March 2021****2020-2021 Quarter 3**

Date	Cash book	Supplier Name	Page number	Invoice No.	Amount Paid	Authorisation Ref.	Transaction details	Invoices
18/01/2021	1	Bomford Office Products	873	87628	£ 113.03		Stationery	2
18/01/2021	1	Calbarrie Compliance Services	873	131179	£ 510.72		Emergency light repairs	1
18/01/2021	1	SLI Trustees	873	42	£ 3,138.68	FCM14.11.20-11	Utilities	2
18/01/2021	1	VI Distribution	873	7040	£ 365.08		PPE/ Sanitiser	1
18/01/2021	1	Flexitel Ltd	874	FX59388	£ 144.00		Telephone costs	2
18/01/2021	1	Gaskells Waste Services	874	P460506	£ 628.56		Bin collections	1
18/01/2021	1	Purity Clean	874	171887	£ 467.31		Cleaning services TH	3
18/01/2021	1	TRG Ltd	874	1323	£ 590.40		Cleaning services P. Conveniences	3
18/01/2021	1	Without Leaks Plumbing	875	44182	£ 125.00		Toilet repairs	1
27/01/2021	1	ANSA Environmental	876	531025912	£ 4,262.40	TCM14..01.21-7	Hanging basket scheme	1
05/02/2021	1	Crewe Colour Printers	878	65868	£ 18.00		New letterhead	1
05/02/2021	1	Purity Clean	878	171894	£ 275.54		Cleaning services TH	2
05/02/2021	1	Seating Online TA Rainbow Zebra	878	INV-4417	£ 177.00		Rectangular table	1
05/02/2021	1	TRG Ltd	878	1329	£ 393.60		Cleaning services P. Conveniences	2
05/02/2021	1	TR Adventures Ltd T/A Ultra LEDs	878	SI-83266	£ 572.40		Festoon lighting	1
05/02/2021	1	Talegate Theatre	879	1620	£ 400.00		Deposit for pantomime	1
17/02/2021	1	Crewe Colour Printers	880	60339	£ 93.60		Compliment slips	1
17/02/2021	1	G Chapman	880	GCSTM21	£ 150.00		Deposit for Town Mkt festival	1
17/02/2021	1	City Signs (Midlands) Ltd	880	686	£ 478.80		Honours board update	1
17/02/2021	1	Classroom.co	880	TCR8625	£ 393.41		New tables	2
17/02/2021	1	DF Sales Ltd	880	2408766	£ 339.96		Chairs & Table combo	1
17/02/2021	1	Flexitel Ltd	880	FLX60119	£ 144.00		Telephone costs	2
17/02/2021	1	Gaskells Waste Services	880	P464538	£ 751.20		Bin collections	1
17/02/2021	1	GHL Liftrucks Ltd	880	76200237	£ 242.45		Service on forklift	1
17/02/2021	1	JDH Business Services Ltd	880	3871	£ 396.00		First interim audit 20-21	1
17/02/2021	1	Purity Clean	880	171923	£ 332.31		Cleaning services TH	3
17/02/2021	1	Rentokil Pest Control	880	21391627	£ 265.28		Pest control	1
17/02/2021	1	TRG Ltd	880	1334	£ 196.80		Cleaning services P. Conveniences	1
25/02/2021	1	E Smith & Son	885	889/20	£ 1,458.30		Retention fee	1
25/02/2021	1	New Hall Property T/A Signature Floors	885	SI-1461	£ 3,922.32	TCM11.02.21-10.2.3	New stair carpet TH	1
25/02/2021	1	David Trowler Associates	885	2951	£ 840.00	TCM11.02.21-10.2.1	Fees for new office plans	2
10/03/2021	1	Blitz Fireworks Ltd	890	SI-665	£ 9,600.00	FCM06.08.20	2020 Lights Scheme	1
10/03/2021	1	GHL Liftrucks Ltd	890	76200217	£ 114.00		Forklift services costs	1
10/03/2021	1	Initial Washroom Hygiene	890	60155583	£ 56.04		Hygiene units	3
10/03/2021	1	John Greenhall & Co Ltd	890	163	£ 1,380.00		Annual accountancy services	1
10/03/2021	1	Omega Red Group Ltd	890	CD970156670	£ 234.00		Lighting inspection	1
10/03/2021	1	Purity Clean	890	171929	£ 329.54		Cleaning services TH	2
10/03/2021	1	SLCC	890	133392	£ 2,100.00	TCM24.09.20-13.2	Staff structure & review	1
10/03/2021	1	TRG Ltd	890	1339	£ 590.40		Cleaning services P. Conveniences	2

10/03/2021	1	Viking Direct	890	927178	£	358.80		New safe	1
10/03/2021	1	Waterplus	890	INV06244526	£	521.29		Water rates	3
17/03/2021	1	BTS Garage Services	900	9873	£	705.00		Repairs to market van	1
18/03/2021	1	Initial Washroom Hygiene	893	60136755	-£	33.80		Refund of overpayment due to office vacation	1
25/03/2021	1	CHALC	894	2020/762	£	25.00		Chairmanship fee	1
25/03/2021	1	Claymore Business Machines Ltd	894	49476	£	62.50		Photocopying charges	1
25/03/2021	1	Flextel Ltd	894	FLX60946	£	30.00		Telephone costs	1
25/03/2021	1	Gaskells Waste Services	894	P468906	£	608.64		Bin collections	1
25/03/2021	1	Phoenix Renewable Technologies	894	PRT-07455	£	162.00		Boiler service	1
25/03/2021	1	Purity Clean	894	171956	£	494.31		Cleaning services TH	1
25/03/2021	1	TRG Ltd	894	1357	£	590.40		Cleaning services P. Conveniences	3
25/03/2021	1	Viking Direct	894	980437	£	62.24		Stationery	1
30/03/2021	1	Cheshire Community Action	901	000001	£	3,762.00	PCM23.11.20-5	NDP Housing needs review	1
06/01/2021	7	Dropbox		CC201104	£	60.48		Dropbox subscription	1
12/01/2021	7	SLCC		CC201105	£	346.00		Annual subscription	1
14/01/2021	7	DVLA		CC201101	£	148.25		Van tax	1
14/01/2021	7	DVLA		CC201102	£	93.25		Van tax	1
21/01/2021	7	Zoom		CC201103	£	14.39		Zoom membership	1
28/01/2021	7	Lamps Online		CC201106	£	71.90		Replacement bulbs TH	1
02/02/2021	7	Amazon		CC200107	£	34.95		Fireworks	1
02/02/2021	7	eBay		CC200108	£	9.29		Putty for sink repair	1
06/02/2021	7	Dropbox		CC201202	£	60.48		Dropbox subscription	1
21/02/2021	7	Zoom		CC201201	£	14.39		Zoom membership	1
23/02/2021	7	Amazon		CC201203	£	21.18		Metal box	1
29/03/2021	7	Lamps Online		CC201204	-£	71.90		Refund of order	1

Key

Cashbook 1 Main account

Cashbook 7 Credit Card

Sandbach Town Council
 Receipts received
 Q4 1st January to 31st March 2021

Date	Cashbook	Cash Received from	Receipt No	Receipt Description	Receipt Total
18/01/2021	1	HMRC	20855	DEC20 Furlough scheme	£ 728.14
09/02/2021	1	HMRC	20921	VAT Reclaim Q3	£ 5,969.45
09/02/2021	1	HMRC	20922	Furlough scheme	£ 725.47
22/03/2021	1	HMRC	21022	Furlough scheme FEB21	£ 1,620.65
14/01/2021	1	Market income	103419	Sat/Thurs 9/14JAN21	£ 79.00
21/01/2021	1	Market income	103420	Sat/Thurs 16/21 JAN21	£ 110.00
28/01/2021	1	Market income	103422	Sat/Thur 23/28JAN21	£ 100.00
04/02/2021	1	Market income	103424	Sat 30JAN & Th 4FEB21	£ 109.00
11/02/2021	1	Market income	103425	Sat 6FEB & Thu 11FEB21	£ 130.50
16/02/2021	1	Market income	20934	IDM Rent	£ 56.00
18/02/2021	1	Market income	103426	Sat 13FEB & Thu 18FEB21	£ 129.50
25/02/2021	1	Market income	103427	Sat 20FEB & Thu 25FEB21	£ 139.50
04/03/2021	1	Market income	103428	Sat 27FEB & Thu 04MAR21	£ 150.50
11/03/2021	1	Market income	103429	Sat 6th & Thu 11MAR21	£ 242.50
18/03/2021	1	Market income	103430	Sat 13MAR & Thu 18MAR	£ 236.50
25/03/2021	1	Market income	103431	Sat 20MAR & Thu 25MAR21	£ 150.50
29/03/2021	1	Market income	21040	IDM Unit 25MAR21	£ 66.00
29/01/2021	1	Natwest Bank	BR2010	Interest	£ 7.06
26/02/2021	1	Natwest Bank	BR2011	Interest received	£ 6.60
31/03/2021	1	Natwest Bank	BR2012	Interest received	£ 7.32
04/01/2021	1	Sales Recpts Page 2328		Sales Recpts Page 2328	£ 270.83
05/01/2021	1	Sales Recpts Page 2329		Sales Recpts Page 2329	£ 533.33
21/01/2021	1	Sales Recpts Page 2331		Sales Recpts Page 2331	£ 359.74
26/01/2021	1	Sales Recpts Page 2332		Sales Recpts Page 2332	£ 295.83
26/01/2021	1	Sales Recpts Page 2333		Sales Recpts Page 2333	£ 1,914.00
01/02/2021	1	Sales Recpts Page 2338		Sales Recpts Page 2338	£ 200.00
01/02/2021	1	Sales Recpts Page 2339		Sales Recpts Page 2339	£ 270.83
02/02/2021	1	Sales Recpts Page 2340		Sales Recpts Page 2340	£ 275.00
02/02/2021	1	Sales Recpts Page 2341		Sales Recpts Page 2341	£ 350.00
05/02/2021	1	Sales Recpts Page 2342		Sales Recpts Page 2342	£ 533.33
08/02/2021	1	Sales Recpts Page 2343		Sales Recpts Page 2343	£ 120.00
26/02/2021	1	Sales Recpts Page 2344		Sales Recpts Page 2344	£ 295.83
01/02/2021	1	Sales Recpts Page 2345		Sales Recpts Page 2345	£ 53.72
16/02/2021	1	Sales Recpts Page 2346		Sales Recpts Page 2346	£ 119.61
12/03/2021	1	Sales Recpts Page 2348		Sales Recpts Page 2348	£ 276.14
01/03/2021	1	Sales Recpts Page 2350		Sales Recpts Page 2350	£ 270.83
05/03/2021	1	Sales Recpts Page 2351		Sales Recpts Page 2351	£ 533.33
12/03/2021	1	Sales Recpts Page 2352		Sales Recpts Page 2352	£ 117.80
22/03/2021	1	Sales Recpts Page 2353		Sales Recpts Page 2353	£ 1,000.00
22/03/2021	1	Sales Recpts Page 2354		Sales Recpts Page 2354	£ 207.67
26/03/2021	1	Sales Recpts Page 2355		Sales Recpts Page 2355	£ 295.83
04/01/2021	1	Town Hall income	20827	Deposit 10DEC21	£ 167.50
14/01/2021	1	Town Hall income	20848	Deposit 02JUL2022	£ 480.00
21/01/2021	1	Town Hall income	20869	Deposit 11JUN2022	£ 240.00
25/01/2021	1	Town Hall income	20875	Deposit 22FEB2022	£ 179.40
27/01/2021	1	Town Hall income	20883	Deposit 08OCT21	£ 360.00
02/02/2021	1	Town Hall income	20902	Deposit 02OCT21	£ 360.00
26/02/2021	1	Town Hall income	20963	Deposit 02JUL21	£ 176.50
02/03/2021	1	Town Hall income	20973	Deposit 12FEB22	£ 167.50
02/03/2021	1	Town Hall income	20974	Deposit 15JAN22	£ 390.00
08/03/2021	1	Town Hall income	20982	Deposit 18SEP21	£ 480.00
16/03/2021	1	Town Hall income	21010	Deposit 04SEP21	£ 167.50
16/03/2021	1	Town Hall income	21011	Deposit 11JUN22	£ 240.00
26/03/2021	1	Town Hall income	21035	Deposit 06NOV21	£ 780.00
26/03/2021	1	Town Hall income	21037	Deposit 19JUN21	£ 358.80
26/01/2021	1	Wirehouse Employer Srvs	20880	Refund of DD balances	£ 725.76
Total Receipts					£ 24,330.80
29/01/2021		Natwest Bank	BS2010	Interest received	£ 0.68
26/02/2021		Natwest Bank	BS2011	Interest received	£ 0.65
31/03/2021		Natwest Bank	BS2012	Interest received	£ 0.77
Total Receipts					£ 2.10

Key

Cashbook 1 Main account

Cashbook 2 Business Reserve account

Detailed Balance Sheet - Excluding Stock Movement

Month 12 Date 31/03/2021

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
100	Debtors	3,997	
105	VAT Control A/c	11,209	
110	Prepayments	3,756	
120	Bar Stock	717	
150	Cinema Float	100	
152	Town Hall Float	650	
200	Current/Reserve Bank A/c	780,326	
202	Bonus Saver	85,175	
250	Petty Cash	166	
	Total Current Assets		886,096
	<u>Current Liabilities</u>		
500	Creditors	40,697	
510	Accruals	4,555	
565	Deposits	10,127	
	Total Current Liabilities		55,379
	Net Current Assets		830,716
	Total Assets less Current Liabilities		830,716
	<u>Represented by :-</u>		
300	Current Year Fund	175,461	
310	General Reserves	307,320	
321	Committed - Gratuity Reserve	319	
324	Committed reserve - Town Guide	2,751	
331	Committed res - Website Dev	281	
332	Comm Res - Car Park	109,053	
333	Comm Res - Events	15,870	
335	Comm Res - Neighbourhood Plan	11,971	
337	Comm Res - Conservation	10,000	
340	Comm Res - Assets Management	35,580	
342	Comm Res - Legal Fees	3,000	
346	Comm Res - Ind Mkt Project	3,386	
347	Comm Res - Office Accom Proj	73,900	
348	Comm Res - Personnel Adverts	1,300	
349	Comm Res - IT Equipment	800	
352	Comm res - Roof repairs	1,434	
354	Comm res -New Van	1,611	
355	Comm Res - Skate Park	50,000	
356	Comm Res - Town Hall Equipment	700	
357	Comm Res - Town Hall Kitchen	980	
358	Comm Res - Town Hall Works	25,000	
	Total Equity		830,716

Notes:

This is an interim report as the year-end accounting procedures and actions are not complete as at agenda publication date. The final year-end reports are being presented to Council in June 2021.