

**Bank Reconciliation Statement as at 31/12/2021  
for Cashbook 6 - Unity Trust - Day Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust - Current Account	31/12/2021		457,979.62
			<u>457,979.62</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			457,979.62
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			457,979.62
		<b>Balance per Cash Book is :-</b>	<b>457,979.62</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Bank Reconciliation Statement as at 31/12/2021  
for Cashbook 1 - Co-op Bank - Day Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Co-op Bank - Day Account	31/12/2021		2,081.51
			<u>2,081.51</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			2,081.51
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			2,081.51
		<b>Balance per Cash Book is :-</b>	<b>2,081.51</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Receipts for Month 9****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>
<b>Balance Brought Fwd :</b>		<b>51,278.03</b>					<b>51,278.03</b>	
Frascona	Banked: <b>03/12/2021</b>	<b>33.00</b>						
Frascona	Simply Stone	33.00			1400	440	33.00	Memorial
Lodge Rent	Banked: <b>03/12/2021</b>	<b>718.68</b>						
Lodge Rent	Sheldon Bosley Knight	718.68			1405	440	718.68	Lodge Rent
XMas Party	Banked: <b>06/12/2021</b>	<b>70.00</b>						
XMas Party	Sue Amor	70.00			1106	200	70.00	Christmas Party Tickets
<b>Total Receipts for Month</b>		821.68	0.00	0.00			821.68	
<b>Cashbook Totals</b>		<u>52,099.71</u>	<u>0.00</u>	<u>0.00</u>			<u>52,099.71</u>	

## Payments for Month 9

## 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>
01/12/2021	Unity Trust - Day Account	1	25,000.00			225		25,000.00	Trf to Unity Bank
03/12/2021	Co-operative Bank	TRANSFER	4.20			4100	110	4.20	Commission
03/12/2021	Co-operative Bank	TRANSFER	10.00			4100	110	10.00	Service Charge
06/12/2021	Unity Trust - Day Account	2	25,000.00			225		25,000.00	Trf to Unity Bank
06/12/2021	Co-operative Bank	TRANSFER	1.00			4100	110	1.00	Frequent Statement Fee
13/12/2021	Co-operative Bank	TRANSFER	1.00			4100	110	1.00	Frequent Payment Fee
20/12/2021	Co-operative Bank	TRANSFER	1.00			4100	110	1.00	Frequent Statement Fee
29/12/2021	Co-operative Bank	TRANSFER	1.00			4100	110	1.00	Frequent Payment Fee
<b>Total Payments for Month</b>			50,018.20	0.00	0.00			50,018.20	
<b>Balance Carried Fwd</b>			2,081.51						
<b>Cashbook Totals</b>			52,099.71	0.00	0.00			52,099.71	

## Receipts for Month 9

## 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 :	415,986.09					415,986.09	
	Banked:01/12/2021	25,000.00						
1	Co-op Bank - Day Account	25,000.00			200		25,000.00	Trf to Unity Bank
Square	Banked:01/12/2021	102.15						
Square	Square	102.15			525		102.15	Almonry Income
	Banked:02/12/2021	54.96						
	Sales Recpts Page 97	54.96	54.96		100			Sales Recpts Page 97
Square1	Banked:02/12/2021	9.33						
Square1	Square	9.33			525		9.33	Almonry Retail
SumUp1	Banked:02/12/2021	95.36						
SumUp1	Sumup - Office	95.36			525		95.36	CC Transaction Office
1	Banked:03/12/2021	800.00						
1	Ironbridge Gorge Museum	800.00			1091	500	800.00	Grant-Collection Care
Square2	Banked:03/12/2021	30.40						
Square2	Square	30.40			525		30.40	Almonry Retail
	Banked:06/12/2021	25,000.00						
2	Co-op Bank - Day Account	25,000.00			200		25,000.00	Trf to Unity Bank
Town Hall	Banked:06/12/2021	55.00						
Town Hall	iDance	55.00			1200	250	55.00	Town Hall Booking
Town Hall	Banked:06/12/2021	55.00						
Town Hall	iDance	55.00			1200	250	55.00	Town Hall Hire
Town Hall	Banked:06/12/2021	55.00						
Town Hall	iDance	55.00			1200	250	55.00	Town hall Hire
1	Banked:06/12/2021	167.00						
	Sales Recpts Page 98	167.00	167.00		100			Sales Recpts Page 98
Square3	Banked:06/12/2021	78.22						
Square3	Square	78.22			525		78.22	Almonry Income
Square4	Banked:06/12/2021	18.03						
Square4	Square	18.03			525		18.03	Almonry Income
Square5	Banked:06/12/2021	126.60						
Square5	Square	126.60			525		126.60	Almonry Income
SumUp2	Banked:08/12/2021	68.82						
SumUp2	Sumup - Office	68.82			525		68.82	Office Income
SumUp3	Banked:08/12/2021	29.49						
SumUp3	Sumup - Office	29.49			525		29.49	Office Income
MemoryLane	Banked:09/12/2021	73.00						
MemoryLane	Memory Lane Memorials	73.00			525		73.00	Memorials

## Receipts for Month 9

## 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>
Square6	Banked: 09/12/2021	9.82						
Square6	Square	9.82			525		9.82	Almonry Income
MemoryLane	Banked: 10/12/2021	292.00						
MemoryLane	Memory Lane Memorials	292.00			1400	440	292.00	Memorial
Square7	Banked: 10/12/2021	40.77						
Square7	Square	40.77			525		40.77	Almonry Income
2	Banked: 13/12/2021	130.00						
2	Sue Amor - Mayors Raffle	130.00			4400	200	130.00	Sue Amor - Mayors Raffle
Square8	Banked: 13/12/2021	35.56						
Square8	Square	35.56			525		35.56	Almonry Income
Square9	Banked: 13/12/2021	59.98						
Square9	Square	59.98			525		59.98	Almonry Income
3	Banked: 14/12/2021	1,085.00						
3	National Manuscripts Conservat	1,085.00			1091	500	1,085.00	Town Charter
	Banked: 15/12/2021	33,183.78						
Wallace Hs	Unity Trust - Reserve Account	33,183.78			230		33,183.78	Wallace Hse HR Cost
Square10	Banked: 15/12/2021	57.74						
Square10	Square	57.74			525		57.74	Almonry Income
3	Banked: 16/12/2021	28,030.47						
500014026	Wychavon District Council	28,030.47			4215	500	28,030.47	Refund Almonry Rates
Square11	Banked: 16/12/2021	4.67						
Square11	Square	4.67			525		4.67	Almonry Income
Square12	Banked: 16/12/2021	26.67						
Square12	Square	26.67			525		26.67	Almonry Income
PAL Fit	Banked: 20/12/2021	57.60						
PAL Fit	PAL Fitness	57.60			1200	250	57.60	Town Hall Hire
Square12	Banked: 20/12/2021	89.64						
Square12	Square	89.64			525		89.64	Almonry Income
iDance	Banked: 22/12/2021	55.00						
iDance	iDance	55.00			1200	250	55.00	Town Hall Hire
iDance	Banked: 22/12/2021	88.00						
iDance	iDance	88.00			1200	250	88.00	Town Hall hire
4-Cash	Banked: 23/12/2021	100.00						
4-Cash	Bonfire Concession no Inv	100.00			1105	310	100.00	Bonfire Concession
4-Cash	Banked: 23/12/2021	240.00						
4-Cash	Jade Harding	240.00			1200	250	240.00	Hire of Town Hall

## Receipts for Month 9

## 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>
4-Cash	Banked: 23/12/2021	403.00						
4-Cash	Anton Kolev	403.00			1200	250	403.00	Hire of Town Hall
4-Cash	Banked: 23/12/2021	46.89						
4-Cash	Almonry Cash	46.89			1500	500	46.89	Admission Fees
4-Cheque	Banked: 23/12/2021	20.00						
4-Cheque	Mrs James	20.00			1400	440	20.00	Cemetery Wreath
4-Cash	Banked: 23/12/2021	132.15						
4-Cash	Almonry Cash	132.15			1500	500	132.15	Admission Fees
TH1	Banked: 23/12/2021	-403.00						
TH1	Anton Kolev	-403.00			1200	250	-403.00	Anton Kolev
00003	Banked: 23/12/2021	3,500.00						
	Sales Recpts Page 101	3,500.00	3,500.00		100			Sales Recpts Page 101
00004	Banked: 23/12/2021	3,335.00						
00004	Edward Danter	3,335.00			1355	430	3,335.00	Road Closure Recharge
EAT	Banked: 31/12/2021	2,332.54						
	Sales Recpts Page 99	2,332.54	2,332.54		100			Sales Recpts Page 99
	Banked: 31/12/2021	403.00						
	Sales Recpts Page 100	403.00	403.00		100			Sales Recpts Page 100
Total Receipts for Month		125,174.64	6,457.50	0.00			118,717.14	
Cashbook Totals		<u>541,160.73</u>	<u>6,457.50</u>	<u>0.00</u>			<u>534,703.23</u>	

## Payments for Month 9

## 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>
02/12/2021	W Cleaners	1	3,917.50	3,917.50		500			Cleaning Services
02/12/2021	Canva Pro	2	99.99	99.99		500			IT Subscription
02/12/2021	Morplan Ltd	3	74.71	74.71		500			Almonry Stationery
02/12/2021	Waterplus	4	154.83	154.83		500			Water Allotments CR
02/12/2021	St John Ambulance	5	230.40	230.40		500			Bonfire Night Services
02/12/2021	Nick kilby Sound	6	200.00	200.00		500			Bonfire Night Entertainment
02/12/2021	City Electrical Factors Ltd	7	37.20	37.20		500			Light Bulbs
02/12/2021	Morplan	TRANSFER	-0.30			4070	500	-0.30	Correction
03/12/2021	Co-operative Bank	TRANSFER	4.20			4100	110	4.20	Commission
03/12/2021	Co-operative Bank	TRANSFER	10.00			4100	110	10.00	Service Charge
03/12/2021	Co-operative Bank	TRANSFER	-4.20			4100	110	-4.20	Wrong cashbook
03/12/2021	Co-operative Bank	TRANSFER	-10.00			4100	110	-10.00	Wrong cahbook
03/12/2021	Payroll	TRANSFER	201.14			520		201.14	Missed Nov Payment
06/12/2021	Fuel Card Services Ltd	8	123.28	123.28		500			Cemetery Fuel
06/12/2021	Opus Energy - Almonry	9	1,566.22	1,566.22		500			Electricity Supply - Almonry
06/12/2021	Co-operative Bank	TRANSFER	1.00			4100	110	1.00	Frequent Statement Fee
06/12/2021	Co-operative Bank	TRANSFER	-1.00			4100	110	-1.00	Wrong cashbook
07/12/2021	Peninsula Business Services Lt	10	52.20	52.20		500			HR Support
08/12/2021	Simon De Montfort Society	11	17.10	17.10		500			Almonry Commission
08/12/2021	Waterplus	12	214.96	214.96		500			Water Almonry
08/12/2021	NamesCo	13	207.59	207.59		500			Renewal of .GOV Domain
08/12/2021	LHR Property Partnership	43.01	43.01	43.01		500			Office Water Supply
08/12/2021	LGRC Associates Ltd	14	5,902.36	5,902.36		500			Finance Trf from Sage to Omega
08/12/2021	BHGS Ltd	15	6.78	6.78		500			Flower Seeds
08/12/2021	Aqua Clean Services	16	168.00	168.00		500			Town Hall Window Cleaning
08/12/2021	Printed Today	17	80.42	80.42		500			COP26 Festival Banner
08/12/2021	Viking Direct	18	75.52	75.52		500			Almonry Stationery
08/12/2021	Rohan Goonewardena	19	26.60	26.60		500			Almonry Commission
08/12/2021	SSE Southern Electric	20	76.95	76.95		500			Abbey Park Electric-Dawn
08/12/2021	Waterplus	21	56.92	56.92		500			Water Cem Lodge Standpipe
08/12/2021	Pete Bott Skips Ltd	22	762.00	762.00		500			Cemetery Skips
08/12/2021	Trade UK	23	99.47	99.47		500			Outdoor Supplies
08/12/2021	SparkX Ltd	24	732.00	732.00		500			Repair Xmas Tree & Lights
08/12/2021	SSE Town Hall	25	439.88	439.88		500			Town Hall Electricity Supply
08/12/2021	TTB Supplies	26	41.17	41.17		500			Misc Supplies
08/12/2021	Viking Direct	27	123.40	123.40		500			Stationery
08/12/2021	Cotswold Security Group Ltd	28	277.20	277.20		500			Bonfire Security
08/12/2021	Deltron Lifts Ltd	29	233.30	233.30		500			Repair Town hall Lift
08/12/2021	filta Environmental	30	264.00	264.00		500			Service Sewage Plant
08/12/2021	Meaco Ltd	31	1,046.28	1,046.28		500			Almonry Light Meter
08/12/2021	Waterplus	Over Paid	154.83	154.83		500			P/Ledger Electronic Payment
08/12/2021	IAC Audit & Consultancy Ltd	31	414.00	414.00		500			Internal Audit Fee
08/12/2021	ADT Fire & Security plc	32	221.40	221.40		500			Almonry Fire Alarm
08/12/2021	SSE Southern Electric	33	18.65	18.65		500			Abbey Park Electric Dusk
08/12/2021	Carlton Smith Projects Ltd	34	222.14	222.14		500			Repair T.Hall Banister Rail
08/12/2021	Gary Andrews	35	60.00	60.00		500			Town Hall Christmas Tree

## Payments for Month 9

## 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>
08/12/2021	Siemens Financial Services Ltd	1	354.75	354.75		500			Photocopiers
08/12/2021	Viking Direct	45	66.22	66.22		500			Stationery
09/12/2021	NI Family Holdings Northwick A	36	628.00	628.00		500			Christmas Dinner
13/12/2021	Fuel Card Services Ltd	37	10.80	10.80		500			Cemetery Fuel
13/12/2021	Peninsula Business Services Lt	38	184.00	184.00		500			HR Support
13/12/2021	Opus Energy - Mess Room	39	31.16	31.16		500			Mess Room Electricity Supply
14/12/2021	Mainstream Digital - Cemetery	40	43.49	43.49		500			Cemetery Phone
14/12/2021	Mainstream Digital Ltd - Offic	40a	64.60	64.60		500			Office PBX Maintenance
14/12/2021	Mainstream Digital Ltd - Almon	40b	399.82	399.82		500			Almonry IT Line
14/12/2021	Mainstream Digital - Town Hall	40c	43.49	43.49		500			Town Hall Phone
14/12/2021	Adobe Systems Software Ireland	41	25.28	25.28		500			Recharge to Clerk
14/12/2021	EE	42	53.42	53.42		500			Nov Mobile Contract
15/12/2021	Wallace House	TRANS	33,183.78			4125	110	33,183.78	HR Cost
15/12/2021	Walcot Organic Nursery Ltd	43	92.80	92.80		500			Town Plan
15/12/2021	Helping Hand Co Ltd	1	379.74	379.74		500			Litter Trolley
15/12/2021	Merlin Office Supplies Ltd	3	41.63	41.63		500			Stationery
15/12/2021	Nick kilby Sound	4	270.00	270.00		500			Rembrance & Armistice Day
15/12/2021	SparkX Ltd	5	390.00	390.00		500			Xmas Lights Call Out Fee
15/12/2021	Woods Farm Ltd	6	1,080.00	1,080.00		500			Christmas Tree Del & Install
15/12/2021	Worcestershire Calc	7	737.44	737.44		500			Calc Memebership
15/12/2021	Sage UK	8	403.20	403.20		500			Sage Software
20/12/2021	Wychavon DC	44	23.00			4115	110	23.00	Licence Name Change
20/12/2021	Fuel Card Services Ltd	9	214.02	214.02		500			Cemtery Fuel
20/12/2021	Engineering Services Design Pr	10	513.00	513.00		500			Almonry Concept Design
20/12/2021	Macmillan Distribution (MDL)	11	47.97	47.97		500			Almonry Retail Items
20/12/2021	Beaumont Traffic Management Lt	12	4,002.00	4,002.00		500			Mop Fair Traffic Diversion
20/12/2021	Rialtas Business Solutions Ltd	14	1,231.20	1,231.20		500			Software Support/T.Hall Bookin
20/12/2021	Morplan Ltd	15	37.10	37.10		500			Almonry Supplies
20/12/2021	Harper Collins Publishers	16	28.78	28.78		500			Almonry Retail Items
20/12/2021	BHGS Ltd	17	52.50	52.50		500			Cemetery Supplies
20/12/2021	Peter Stewart	18	90.00	90.00		500			Photographing Mayors Dinner
20/12/2021	BT Office Broad Band	115.92	115.92	115.92		500			Office Broad Band
20/12/2021	Peninsula Business Services Lt	19	131.56	131.56		500			HR Support
20/12/2021	Fuel Card Services Ltd	20	49.38	49.38		500			Cemetery Fuel
24/12/2021	Payroll	TRANSFER	19,415.01			520		19,415.01	December Salaries
30/12/2021	Opus Energy - Market Place	21	20.00	20.00		500			Market Place Electric Supply
31/12/2021	Unity Trust Bank	TRANSFER	33.90			4100	110	33.90	Manual Handling Charge
31/12/2021	Unity Trust Bank	TRANSFER	49.05			4100	110	49.05	Service Charge
Total Payments for Month			83,181.11	30,275.53	0.00			52,905.58	
Balance Carried Fwd			457,979.62						
Cashbook Totals			541,160.73	30,275.53	0.00			510,885.20	