

Pirton Parish Council

Prepared by: _____
Name and Role (Clerk/RFO etc)

Date: _____

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

	Bank Reconciliation at 31/01/2024		
	Cash in Hand 01/04/2023		66,699.36
	ADD Receipts 01/04/2023 - 31/01/2024		73,441.39
			140,140.75
	SUBTRACT Payments 01/04/2023 - 31/01/2024		46,164.87
A	Cash in Hand 31/01/2024 (per Cash Book)		93,975.88
	Cash in hand per Bank Statements		
	Petty Cash	31/01/2024	0.00
	Pirton Parish Council Unity Trust	31/01/2024	93,975.88
			93,975.88
	Less unrepresented payments		
			93,975.88
	Plus unrepresented receipts		
B	Adjusted Bank Balance		93,975.88
	A = B Checks out OK		

Pirton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
142 Grants	08/02/2024	23-158 dtd 11 Je	Pirton Parish Council		Grant	Pirton Pre-School	Z	150.00		150.00
143 Grants	08/02/2024	23-157 dtd 11 Je	Pirton Parish Council		Donation	Essex and Herts Air Ambulan	Z	200.00		200.00
147 Salary	08/02/2024		Pirton Parish Council		Salary	Edward Roberts (Clerk)	Z	645.90		645.90
145 Room Hire	08/02/2024		Pirton Parish Council		Room Hire	Village Hall	Z	18.50		18.50
146 Website/IT	08/02/2024		Pirton Parish Council		Accounts Software Licence	Starboard Systems	S	468.00	93.60	561.60
144 Dog Bins	08/02/2024		Pirton Parish Council		Dog Waste Bins Emptying	North Herts District Council (S	1,743.82	348.76	2,092.58
152 Tax	08/02/2024		Pirton Parish Council		Tax & Employers NI	HMRC Clerk's Tax	Z	161.40		161.40
153 Employer's NI	08/02/2024		Pirton Parish Council		Tax & Employers NI	HMRC Clerk's Tax	Z	6.80		6.80
148 Room (Office Expenses)	08/02/2024		Pirton Parish Council		Expenses	Edward Roberts (Clerk)	Z	30.00		30.00
149 Telephone	08/02/2024		Pirton Parish Council		Expenses	Edward Roberts (Clerk)	Z	20.00		20.00
151 Postage & Mileage	08/02/2024		Pirton Parish Council		Expenses	Edward Roberts (Clerk)	Z	26.20		26.20
150 Stationery	08/02/2024		Pirton Parish Council		Expenses	Edward Roberts (Clerk)	S	38.86	7.77	46.63
155 Street Cleaner	08/02/2024		Pirton Parish Council		Street Cleaning	Tony Smart	Z	208.40		208.40
154 Sports Pavilion	08/02/2024		Pirton Parish Council		Sports Pavilion Design	Simon Knight Architects	S	4,230.40	846.08	5,076.48
156 Website/IT	08/02/2024		Pirton Parish Council		Village Website	Edward Roberts (Clerk)	S	33.98	6.80	40.78
157 Website/IT	08/02/2024		Pirton Parish Council		Website Software	TEEC	S	24.00	4.80	28.80
158 Sports Pavilion	08/02/2024		Pirton Parish Council		Fundraising New Pavilion	Catherine Farrell	Z	1,155.00		1,155.00
Total								9,161.26	1,307.81	10,469.07

Pirton Parish Council
RECEIPTS LIST

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
59	VAT Reclaimed	26/01/2024		Pirton Parish Council l		VAT Reclaim	HMRC VAT	Z	2,667.20		2,667.20
60	New Pavilion	30/01/2024		Pirton Parish Council l		Donation	Pirton Sports and Social Club	Z	1,471.50		1,471.50
61	New Pavilion	31/01/2024		Pirton Parish Council l		Donation	Michael Graham Ltd	Z	100.00		100.00
62	New Pavilion	31/01/2024		Pirton Parish Council l		Donation	Longmores Office	Z	100.00		100.00
63	New Pavilion	01/02/2024		Pirton Parish Council l		Donation	Sarah Free	Z	200.00		200.00
Total									4,538.70		4,538.70