

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 31/01/2021			
	Cash in Hand 01/04/2020			57,722.73
	ADD Receipts 01/04/2020 - 31/01/2021			43,884.29
				101,607.02
	SUBTRACT Payments 01/04/2020 - 31/01/2021			46,744.94
A	Cash in Hand 31/01/2021 (per Cash Book)			54,862.08
	Cash in hand per Bank Statements			
	Petty Cash	31/01/2021	0.00	
	Pirton Parish Council Unity Trust	31/01/2021	54,862.08	
				54,862.08
	Less unrepresented payments			0.00
				54,862.08
	Plus unrepresented receipts			0.00
B	Adjusted Bank Balance			54,862.08
	A = B Checks out OK			

Pirton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
128 Dog Bins	11/02/2021		Pirton Parish Council l		Dog Waste Bins Emptying	North Herts District Council (S	1,430.13	286.03	1,716.16
129 Website/IT	11/02/2021		Pirton Parish Council l		Accounts Software Licence	Starboard Systems	S	288.00	57.60	345.60
127 Neighbourhood Plan	11/02/2021		Pirton Parish Council l		Website Hosting	Jonty Wild	Z	107.99	0.00	107.99
130 Salary	11/02/2021		Pirton Parish Council l		Salary	Edward Roberts (Clerk)	Z	547.20	0.00	547.20
131 Room (Office Expenses)	11/02/2021		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	30.00	0.00	30.00
132 Telephone	11/02/2021		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	20.00	0.00	20.00
133 Stationery	11/02/2021		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	19.99	0.00	19.99
134 Postage & Mileage	11/02/2021		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	25.20	0.00	25.20
135 Tax	11/02/2021		Pirton Parish Council l		Tax & Employers NI	HMRC Clerk's Tax	Z	136.80	0.00	136.80
136 Newsletter	11/02/2021		Pirton Parish Council l		Newsletter Printing	Form IT	Z	373.00	0.00	373.00
137 General Maintenance	11/02/2021		Pirton Parish Council l		Bus Shelter Refurb	My Chicken Ltd	Z	620.00	0.00	620.00
138 Street Cleaner	11/02/2021		Pirton Parish Council l		Street Cleaning	Tony Smart	Z	174.25	0.00	174.25
139 General Maintenance	11/02/2021		Pirton Parish Council l		Litter picking kit	Edward Roberts (Clerk)	Z	119.21	0.00	119.21
140 Street Cleaner	11/02/2021		Pirton Parish Council l		Bin Rental	Pirton Sports and Social Club	Z	86.66	0.00	86.66
Total								3,978.43	343.63	4,322.06

Pirton Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
34 Grants	26/01/2021		Pirton Parish Council t		Grant	Hertfordshire County Council	Z	500.00	0.00	500.00
35 Grants	29/01/2021		Pirton Parish Council t		Grant	Hertfordshire County Council	Z	100.00	0.00	100.00
Total								600.00	0.00	600.00