

## CPC Cashbook Summary 2022/23 ( including earmarked reserves )

|                                      |            |                  |
|--------------------------------------|------------|------------------|
| Opening Bank Balances                | £11,466.07 |                  |
| Plus, Income receipts                | £11,180.92 | <i>Auto-Cell</i> |
| ( Balance plus receipts )            | £22,646.99 |                  |
| Less, payments previously approved   | £5,380.96  | <i>Auto-Cell</i> |
| Balance as per reconciliation        | £17,266.03 | A                |
| Less, payments still to be approved  | £1,410.45  | B                |
| Total Payments made y.t.d (cashbook) | £6,791.41  |                  |
| Balance as per cash book figures     | £15,855.58 | C ( A - B )      |

|   |        |            |
|---|--------|------------|
| Represented by,                           |        |            |
| Lloyds Bank Plc - Treasurers Cur/A        | Jun-22 | £0.00      |
| Lloyds Bank Plc - Instant Access account  | Jun-22 | £0.00      |
| Unity Trust Bank - Current Account        | Jun-22 | £15,855.58 |
| Unity Trust Bank - Instant Access Account | Jun-22 | £0.00      |

£15,855.58 A

|  |       |  |
|--|-------|--|
| Less, payments not yet cleared / paid through accounts | £0.00 |  |
| Less, payments not yet approved/processed for June 22  | £0.00 |  |
| Plus, receipts not yet reconciled                      | £0.00 |  |

£15,855.58 C

### Earmarked reserves as at ( 30/06/2022 )

Notes:

#### Revisions / Virements 1/4/2021 \*

|                                 |           |                                 |
|---------------------------------|-----------|---------------------------------|
| Election Reserve                | £1,400.00 | <i>Pending May 2022</i>         |
| IT / Comms. Reserve             | £318.82   | <i>Used for website, IT etc</i> |
| Tree Fund Reserve               | £0.00     |                                 |
| Audit Fee Reserve Fund          | £500.00   |                                 |
| P3 / Footpath Reserve           | £1,633.27 | <i>For P3 expend.</i>           |
| Parish Resilience Reserve       | £6,000.00 |                                 |
| CRWS / Highway Repairs Reserve  | £278.72   |                                 |
| CCH Improvement Project Reserve | £0.00     | <i>Cumulative receipts</i>      |
| CCH Car Park Repair Project     | £0.00     |                                 |
| DCC CV-19 fund                  | £0.00     |                                 |
| QJ22                            | £211.55   |                                 |
| * Play Area Maint. Reserve      | £363.34   |                                 |

Earmarked reserves £10,705.70 D

|                  |         |  |
|------------------|---------|--|
| AED Sinking Fund | £49.01  |  |
| NLS Sinking Fund | £300.00 |  |

General unearmarked reserves £5,149.88 E

Balance (Cash) £15,855.58 F (= D + E)

Borrowings / Liabilities: £29,416.94 D

Paul Hayward, RFO                      20/07/2022 \_\_\_\_\_

Clr. C Wilson, Chair                      20/07/2022 \_\_\_\_\_



OCTOBER

|                     |            |           |           |       |         |       |           |           |         |         |       |       |         |         |            |
|---------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|
| Balance as at 31/10 | £15,855.58 | £5,149.88 | £1,400.00 | £0.00 | £363.34 | £0.00 | £1,633.27 | £6,000.00 | £318.82 | £278.72 | £0.00 | £0.00 | £211.55 | £500.00 | £15,355.58 |
|---------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|

NOVEMBER

|                     |            |           |           |       |         |       |           |           |         |         |       |       |         |         |            |
|---------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|
| Balance as at 30/11 | £15,855.58 | £5,149.88 | £1,400.00 | £0.00 | £363.34 | £0.00 | £1,633.27 | £6,000.00 | £318.82 | £278.72 | £0.00 | £0.00 | £211.55 | £500.00 | £15,355.58 |
|---------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|

DECEMBER

|                     |            |           |           |       |         |       |           |           |         |         |       |       |         |         |            |
|---------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|
| Balance as at 31/12 | £15,855.58 | £5,149.88 | £1,400.00 | £0.00 | £363.34 | £0.00 | £1,633.27 | £6,000.00 | £318.82 | £278.72 | £0.00 | £0.00 | £211.55 | £500.00 | £15,355.58 |
|---------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|

JANUARY

|                       |            |           |           |       |         |       |           |           |         |         |       |       |         |         |            |
|-----------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|
| Balance as at 31/1/23 | £15,855.58 | £5,149.88 | £1,400.00 | £0.00 | £363.34 | £0.00 | £1,633.27 | £6,000.00 | £318.82 | £278.72 | £0.00 | £0.00 | £211.55 | £500.00 | £15,355.58 |
|-----------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|

FEBRUARY

|                       |            |           |           |       |         |       |           |           |         |         |       |       |         |         |            |
|-----------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|
| Balance as at 28/2/23 | £15,855.58 | £5,149.88 | £1,400.00 | £0.00 | £363.34 | £0.00 | £1,633.27 | £6,000.00 | £318.82 | £278.72 | £0.00 | £0.00 | £211.55 | £500.00 | £15,355.58 |
|-----------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|

MARCH

|                       |            |           |           |       |         |       |           |           |         |         |       |       |         |         |            |
|-----------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|
| Balance as at 31/3/23 | £15,855.58 | £5,149.88 | £1,400.00 | £0.00 | £363.34 | £0.00 | £1,633.27 | £6,000.00 | £318.82 | £278.72 | £0.00 | £0.00 | £211.55 | £500.00 | £15,355.58 |
|-----------------------|------------|-----------|-----------|-------|---------|-------|-----------|-----------|---------|---------|-------|-------|---------|---------|------------|

|                |              |               |                         |                                |                          |                    |           |            |                   |                     |                  |            |             |                      |                   |
|----------------|--------------|---------------|-------------------------|--------------------------------|--------------------------|--------------------|-----------|------------|-------------------|---------------------|------------------|------------|-------------|----------------------|-------------------|
| <b>Receipt</b> | <b>Total</b> | <b>Parish</b> | <b>Election Reserve</b> | <b>Cricket Club HS Reserve</b> | <b>Play Park Reserve</b> | <b>CCH Refurb.</b> | <b>P3</b> | <b>PRR</b> | <b>IT Reserve</b> | <b>CRWS Reserve</b> | <b>Tree Fund</b> | <b>NHP</b> | <b>QJ22</b> | <b>Audit Reserve</b> | <b>Check Col.</b> |
|----------------|--------------|---------------|-------------------------|--------------------------------|--------------------------|--------------------|-----------|------------|-------------------|---------------------|------------------|------------|-------------|----------------------|-------------------|

|            |     |
|------------|-----|
| £11,180.92 | (A) |
| Receipts   |     |

Summary Balances:

|                         |                   |
|-------------------------|-------------------|
| Parish Excl. below      | £5,149.88         |
| Election Res.           | £1,400.00         |
| CCHSRes.                | £0.00             |
| CCH Refurb              | £0.00             |
| IT/Comms.               | £318.82           |
| Tree Fund               | £0.00             |
| Audit Reserve           | £500.00           |
| <b>Parish Combined:</b> | <b>£7,368.70</b>  |
| P3                      | £1,633.27         |
| NHP                     | £0.00             |
| CRWS                    | £278.72           |
| STFI                    | £6,000.00         |
| PLAY                    | £363.34           |
| CV19                    | £211.55           |
|                         | <b>£15,855.58</b> |

(F)  
( see summary)

Reconciliation:

|                |                      |
|----------------|----------------------|
| Bal c/f        | £11,466.07           |
| add, receipts  | £11,180.92 (A)       |
| less, payments | £6,791.41 (B)        |
| Bal b/f        | £15,855.58           |
| Payments NET   | £6,483.19            |
| VAT Paid       | £308.22              |
| <b>Total:</b>  | <b>£6,791.41 (B)</b> |

Trial Balance:

|          |                   |                   |
|----------|-------------------|-------------------|
| Receipts | Precept           | £10,250.00        |
|          | Other             | £930.92           |
|          | <b>£11,180.92</b> | <b>Tally: (A)</b> |
| Payments | Staff             | £1,674.39         |
|          | Other             | £4,152.52         |
|          | PWLB              | £964.50           |
|          | <b>£6,791.41</b>  | <b>Tally: (B)</b> |

End of year accounts signed of as true record Annual Meeting May 2022  
( see copy with signatures )

£6,791.41  
(B)

## Chardstock Parish Council - PAYMENTS TO BE APPROVED

Payments for month of:

Jun-22

To be approved on:

13/07/2022

| Date:                        | Description                     | Method | Folio#  | Coding    | Gross Amount     | VAT          | Net Amount             |
|------------------------------|---------------------------------|--------|---------|-----------|------------------|--------------|------------------------|
| 27/06/2022                   | Parsons Rural Services          | Online | JUN/001 | P3        | £22.00           | £0.00        | £22.00                 |
| 27/06/2022                   | Parsons Rural Services          | Online | JUN/002 | MAINT     | £24.00           |              | £24.00                 |
| 27/06/2022                   | Parsons Rural Services          | Online | JUN/003 | PLAY      | £120.00          |              | £120.00                |
| 27/06/2022                   | Function 28                     | Online | JUN/004 | IT        | £12.00           | £2.00        | £10.00                 |
| 27/06/2022                   | HMRC P3                         | Online | JUN/005 | STAFF     | £103.20          |              | £103.20                |
| 27/06/2022                   | Clerk Salary P3                 | Online | JUN/006 | STAFF     | £154.93          |              | £154.93                |
| 27/06/2022                   | Pension Contribution in lieu P3 | Online | JUN/007 | STAFF     | £300.00          |              | £300.00                |
| 27/06/2022                   | Plusnet                         | DD     | JUN/008 | IT        | £26.87           | £4.48        | £22.39                 |
| 27/06/2022                   | Clerk Reimbursement Exp.        | Online | JUN/009 | VAR       | £549.95          | £2.00        | £547.95                |
| 27/06/2022                   | Chardstock Community Hall       | Online | JUN/010 | Hall Hire | £19.50           |              | £19.50                 |
| 27/06/2022                   | BDHPN                           | Online | JUN/011 | SUBS      | £60.00           |              | £60.00                 |
| 30/06/2022                   | Unity Trust Bank                | DR     | JUN/012 | Bank Chg  | £18.00           |              | £18.00                 |
| <b>Total to be approved:</b> |                                 |        |         |           | <b>£1,410.45</b> | <b>£8.48</b> | <b>to be reclaimed</b> |

Signed \_\_\_\_\_ RFO \_\_\_\_\_ 20/07/2022 \_\_\_\_\_ Date

Signed \_\_\_\_\_ Chair \_\_\_\_\_ 20/07/2022 \_\_\_\_\_ Date

**Payments made under Chair / Clerk / RFO delegated authority**

| Date | Description | Amount | Code |
|------|-------------|--------|------|
|      |             |        |      |
|      |             |        |      |
|      |             |        |      |
|      |             |        |      |

## CHARDSTOCK PARISH COUNCIL - PAYMENTS 2022-23

| Date       | Description                     | CQ #   | Invoice | Cost Centre  | Amount  |                  |
|------------|---------------------------------|--------|---------|--------------|---------|------------------|
|            |                                 |        |         |              |         | <b>£6,791.41</b> |
|            |                                 |        |         |              |         | Annual approved  |
| 11/04/2022 | PWLB                            | DD     | APR/01  | PWLB         | £964.50 |                  |
| 25/04/2022 | Chardstock Community Hall       | Online | APR/02  | HALL         | £9.75   |                  |
| 25/04/2022 | Parsons Rural Services          | Online | APR/03  | PLAY         | £109.00 |                  |
| 25/04/2022 | Chardstock Eco Group            | Online | APR/04  | GRANT        | £500.00 |                  |
| 25/04/2022 | ROSPA Play Safety               | Online | APR/05  | PLAY         | £100.80 |                  |
| 25/04/2022 | Function 28                     | Online | APR/06  | IT           | £12.00  |                  |
| 25/04/2022 | HMRC P1                         | Online | APR/07  | STAFF        | £103.20 |                  |
| 25/04/2022 | Clerk Salary P1                 | Online | APR/08  | STAFF        | £154.93 |                  |
| 25/04/2022 | Pension Contribution in lieu    | Online | APR/09  | STAFF        | £300.00 |                  |
| 25/04/2022 | Plusnet                         | DD     | APR/10  | IT           | £28.24  | <b>April</b>     |
| 25/04/2022 | Clerk Reimbursement Exp.        | Online | APR/11  | VAR          | £451.79 | <b>£2,734.21</b> |
| 25/05/2022 | Axe Skip Hire                   | Online | MAY/001 | SKIP         | £432.00 |                  |
| 25/05/2022 | Parsons Rural Services          | Online | MAY/002 | P3           | £363.18 |                  |
| 25/05/2022 | Parsons Rural Services          | Online | MAY/003 | MAINT        | £22.00  |                  |
| 25/05/2022 | Parsons Rural Services          | Online | MAY/004 | PLAY         | £98.00  |                  |
| 25/05/2022 | Function 28                     | Online | MAY/005 | IT           | £12.00  |                  |
| 25/05/2022 | HMRC P2                         | Online | MAY/006 | STAFF        | £103.20 |                  |
| 25/05/2022 | Clerk Salary P2                 | Online | MAY/007 | STAFF        | £154.93 |                  |
| 25/05/2022 | Pension Contribution in lieu P2 | Online | MAY/008 | STAFF        | £300.00 |                  |
| 25/05/2022 | Plusnet                         | DD     | MAY/009 | IT           | £26.87  |                  |
| 25/05/2022 | Clerk Reimbursement Exp.        | Online | MAY/010 | VAR          | £663.59 |                  |
| 25/05/2022 | Chardstock Community Hall       | Online | MAY/011 | Hall Hire    | £19.50  |                  |
| 25/05/2022 | DALC/NALC                       | Online | MAY/012 | SUBS         | £211.40 | <b>May</b>       |
| 25/05/2022 | CCSC                            | Online | MAY/013 | S137         | £240.08 | <b>£2,646.75</b> |
| 27/06/2022 | Parsons Rural Services          | Online | JUN/001 | P3           | £22.00  |                  |
| 27/06/2022 | Parsons Rural Services          | Online | JUN/002 | MAINT        | £24.00  |                  |
| 27/06/2022 | Parsons Rural Services          | Online | JUN/003 | PLAY         | £120.00 |                  |
| 27/06/2022 | Function 28                     | Online | JUN/004 | IT           | £12.00  |                  |
| 27/06/2022 | HMRC P3                         | Online | JUN/005 | STAFF        | £103.20 |                  |
| 27/06/2022 | Clerk Salary P3                 | Online | JUN/006 | STAFF        | £154.93 |                  |
| 27/06/2022 | Pension Contribution in lieu P3 | Online | JUN/007 | STAFF        | £300.00 |                  |
| 27/06/2022 | Plusnet                         | DD     | JUN/008 | IT           | £26.87  |                  |
| 27/06/2022 | Clerk Reimbursement Exp.        | Online | JUN/009 | VAR          | £549.95 |                  |
| 27/06/2022 | Chardstock Community Hall       | Online | JUN/010 | Hall Hire    | £19.50  | <b>June</b>      |
| 27/06/2022 | BDFPN                           | Online | JUN/011 | SUBS         | £60.00  | <b>£1,410.45</b> |
| 30/06/2022 | Unity Trust Bank                | DR     | JUN/012 | Bank Charges | £18.00  |                  |

## Bank Reconciliation Report for CHARDSTOCK PARISH COUNCIL

|                                  |               |          |                   |                   |
|----------------------------------|---------------|----------|-------------------|-------------------|
| Lloyds Current Account           | <b>Online</b> | Cur. a/c | <b>30/06/2022</b> | <b>£0.00</b>      |
| Unity Trust Bank Current Account | <b>Online</b> | Cur. a/c | <b>30/06/2022</b> | <b>£15,855.58</b> |
| Unity Trust Bank Access Account  | <b>Online</b> | SAV. a/c | <b>30/06/2022</b> | <b>£0.00</b>      |
|                                  |               |          |                   | <b>£15,855.58</b> |

Less, any unrepresented cheque already issued and approved:

|            |  |  |  |      |  |
|------------|--|--|--|------|--|
| Cheque No. |  |  |  |      |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |
|            |  |  |  | for: |  |

**Total:** **£0.00**

Plus, any payments received not yet reconciled

**£15,855.58**

CashBook Balance as at 30/06/2022 ( date ) **£15,855.58** **(A)**

*The net balance shown reconciles to the Cash Book ( receipts and payments ) as follows:*

**Cash Book**

|                            |  |      |                   |            |
|----------------------------|--|------|-------------------|------------|
| Opening Balance:           |  |      | <b>£11,466.07</b> |            |
| Add: Receipts              |  | ADD  | <b>£11,180.92</b> |            |
| Less: payments             |  | LESS | <b>£6,791.41</b>  |            |
| Current / Closing Balance: |  |      | <b>£15,855.58</b> | <b>(B)</b> |

**(B) Closing / Current Balance as per Cash Book must equal A above and Section 1 Box 8 on AGAR2**

Prepared By : Paul Hayward, Clerk and RFO, Chardstock Parish Council

\_\_\_\_\_ Sign 20/07/2022 Date

Approved By: \_\_\_\_\_

\_\_\_\_\_ Sign 20/07/2022 Date

## Draft SECTION TWO Accounting Statement for 2022-23 for Chardstock Parish Council

|   | Year Ending        |                    | Notes and Guidance  | VAR  | Comments  |
|---|--------------------|--------------------|---|------|-----------|
|   | 31 March 2022<br>£ | 31 March 2023<br>£ | Please round all figures to nearest £1.<br>All figures must agree to underlying financial records |      |           |
| 1. Balance brought forward                                      | 14848              | 11466              | Transparency Code rules<br>will apply for conformance.<br>AGAR3 required                          | n/a  |           |
| 2. (+) Precept or Rates and Levies                              | 15750              | 10250              |   | -35% |           |
| 3. (+) Total Other Receipts                                     | 2648               | 931                |   | -65% | Part Year |
| 4. (-) Staff Costs  | 7500               | 1674               |   | -78% | Part Year |
| 5. (-) Loan Interest / Capital Repayments                       | 1929               | 965                |   | 0    |           |
| 6. (-) All other Payments                                       | 12351              | 4153               |   | -66% | Part Year |
| 7. (=) Balances carried forward                                 | 11466              | 15856              |   | n/a  |           |
| 8. Total Value of cash and ST Invests.                          | 11466              | 15856              |   | n/a  |           |
| 9. Total Fixed Assets   | 20523              | tba                | See Asset Register  | 0    |           |
| 10. Total Borrowings  | 29417              | tba                |   | 0    |           |
| 11. For Locals Councils Only<br>Disclosure Note re: Trust Funds | YES                | NO                 | The council acts as sole trustee for and is responsible for<br>managing Trust Funds or Assets     |      |           |
|   |                    | X                  |   |      |           |