

COTHERSTONE PARISH COUNCIL

Finance Report

Author Responsible Financial Officer

Meeting date 11 July 2018

1. Receipts, Payments and bank reconciliation

Bank statement balances		
Balance at bank 25 June 2018		£21,874.26
Less unrepresented cheques	100022 – Stu Kent	£400.00
		£400.00
Net balance at bank		£21,474.26
Income and Expenditure account balances 1 -25 June 2018		
<i>Opening balance</i>		£23,221.43
<i>Income</i>		£0.00
<i>Expenditure</i>		
	100016 – Society of Local Council Clerks	£41.16
	100020 – Clerk June salary	£145.75
	100021 – Planning Advice Plus	£750.00
	100022 – Stu Kent	£400.00
	100023 – A R Toward	£400.00
	100024 – Clerk expenses reimbursement	£10.26
		£1,747.17
Balance of income and expenditure		£21,474.26

2. Payments due and needing authorisation on 11 July 2018

Payee	Description	Amount
Clerk	Salary – June	£145.75
Printerinks (Clerk reimbursement)	Printer inks – June	£16.99
Ink Factory (Clerk reimbursement)	Printer inks – March	£23.99
Post Office (Clerk reimbursement)	12 x second class stamps	£6.96
HMRC	2018/19 Q1 PAYE/NI	£92.80
Mark Armstrong Computer Services	Website hosting	£120.00
Clerk	Office expenses as agreed @ £6.25pm, for Q1	£18.75

Recommendations

1. To receive a report of receipts and payments 1 June to 25 June and bank reconciliation at 25/6/18.
2. To authorise payments due.