## Saxmundham Town Council

### Bank - Cash and Investment Reconciliation as at 31 March 2023

| | | | Account Description | Balance | |
|---|---|---|---|---|---|
| Bank Statement Balances | | | | | |
| | 1 | 31/03/2023 | Current A/C | 9,426.47 | |
| | 3 | 31/03/2023 | Cambridge Building Society | 160,612.50 | |
| | | | | | **170,038.97** |
| Receipts not on Bank Statement | | | | | |
| | 0 | 31/03/2023 | All Receipts Cleared | 0.00 | |
| | | | | | **0.00** |
| **Closing Balance** | | | | | **170,038.97** |
| All Cash & Bank Accounts | | | | | |
| | 1 | | Current Bank A/c | | 9,426.47 |
| | 3 | | Cambridge Building Society | | 160,612.50 |
| | | | Other Cash & Bank Balances | | 0.00 |
| | | | **Total Cash & Bank Balances** | | **170,038.97** |

11/4/23

unity trust bank

11/4/23

**Saxmundham Town Council**

**Transaction listing for account 60-83-01 20458603 from 01 Mar 2023 to 31 Mar 2023**

| Date | Time | Description | Serial No | Debits | Credits | Balance |
|---|---|---|---|---|---|---|
| 31Mar2023 | 18:57 | Service Charge | | (18.00) | | 9,426.47 |
| 31Mar2023 | 17:03 | Transfer to 20458593 | | (35.00) | | 9,444.47 |
| 29Mar2023 | 06:16 | Direct Debit (NEST) | | (9.37) | | 9,479.47 |
| 27Mar2023 | 06:26 | B/P to: RED DUNE | | (32.40) | | 9,488.84 |
| 27Mar2023 | 06:26 | B/P to: SALC | | (187.20) | | 9,521.24 |
| 27Mar2023 | 06:25 | B/P to: S A SMITH & G R SM | | (62.81) | | 9,708.44 |
| 27Mar2023 | 06:24 | Transfer from 20458593 | | | 180.00 | 9,771.25 |
| 27Mar2023 | 06:24 | Transfer from 20458593 | | | 90.63 | 9,591.25 |
| 27Mar2023 | 06:20 | Direct Debit (BT GROUP PLC) | | (201.65) | | 9,500.62 |
| 24Mar2023 | 06:24 | B/P to: K L Bailey | | (2,086.13) | | 9,702.27 |
| 24Mar2023 | 06:24 | B/P to: RED DUNE | | (191.90) | | 11,788.40 |
| 24Mar2023 | 06:23 | B/P to: JESSICA ALICE PALM | | (617.12) | | 11,980.30 |
| 24Mar2023 | 06:23 | B/P to: AMY RUTH RAYNER | | (389.52) | | 12,597.42 |
| 24Mar2023 | 06:23 | B/P to: JENNIFER MORCOM | | (1,249.67) | | 12,986.94 |
| 24Mar2023 | 06:23 | B/P to: Sharon Smith | | (814.90) | | 14,236.61 |
| 24Mar2023 | 06:22 | B/P to: Make It CNC | | (317.94) | | 15,051.51 |
| 24Mar2023 | 06:22 | B/P to: MB LIGHT & G HUNTE | | (370.08) | | 15,369.45 |
| 24Mar2023 | 06:21 | B/P to: C P Hathway | | (1,692.75) | | 15,739.53 |
| 24Mar2023 | 06:21 | B/P to: C P Hathway | | (192.00) | | 17,432.28 |
| 24Mar2023 | 06:20 | Transfer from 20458593 | | | 67.96 | 17,624.28 |
| 24Mar2023 | 06:17 | Direct Debit (NEST) | | (466.39) | | 17,556.32 |
| 23Mar2023 | 06:16 | Direct Debit (CORONA CORPORATE S) | | (121.90) | | 18,022.71 |
| 21Mar2023 | 06:21 | Transfer to 20458593 | | (35.00) | | 18,144.61 |
| 21Mar2023 | 06:18 | Direct Debit (EVERFLOW LIMITED) | | (58.33) | | 18,179.61 |
| 15Mar2023 | 06:36 | B/P to: Citizens Advice | | (1,500.00) | | 18,237.94 |
| 15Mar2023 | 06:32 | B/P to: Viking | | (122.27) | | 19,737.94 |
| 14Mar2023 | 06:24 | Direct Debit (BT GROUP PLC) | | (6.00) | | 19,860.21 |
| 13Mar2023 | 06:48 | B/P to: HERRINGBONE DESIGN | | (435.00) | | 19,866.21 |
| 13Mar2023 | 06:47 | B/P to: SALC | | (273.60) | | 20,301.21 |
| 13Mar2023 | 06:47 | B/P to: DISABILITY ADVICE | | (1,000.00) | | 20,574.81 |
| 13Mar2023 | 06:43 | B/P to: DESIGNFOLK UK LI | | (420.00) | | 21,574.81 |
| 13Mar2023 | 06:43 | B/P to: WHITES OF EAST ANG | | (12.00) | | 21,994.81 |
| 13Mar2023 | 06:43 | B/P to: OBJENIX LIMITED | | (72.00) | | 22,006.81 |
| 13Mar2023 | 06:42 | B/P to: ABOUT MEDIA | | (90.00) | | 22,078.81 |
| 13Mar2023 | 06:39 | B/P to: ELLIS WHITTAM LIMI | | (3,644.46) | | 22,168.81 |
| 13Mar2023 | 06:39 | B/P to: COASTAL FIRE LIMIT | | (142.80) | | 25,813.27 |
| 13Mar2023 | 06:39 | B/P to: BINDER LIMITED | | (128.40) | | 25,956.07 |
| 10Mar2023 | 06:44 | Credit | 9 | | 3.00 | 26,084.47 |

**SAXMUNDHAM TOWN COUNCIL - MARCH 2023**

| | | |
|---|---|---|
| 01/03/2023 | **Balance Brought Forward** | **£26,081.47** |

**Preapproved Payments**

| Invoice Date | Supplier | Description | Gross | VAT | Net | Power | Code | Posted | Method | Payment Date | Bank Set Up | Invoice |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 13/02/2023 | BT | Mobile | £6.00 | £1.00 | £5.00 | LGA 1972 s.111 | 4260 | 10/03/2023 | Direct Debit | 14/03/2023 | n/a | Y |
| 13/02/2023 | BT | Telephone/Broadband | £201.65 | £33.61 | £168.04 | LGA 1972 s.111 | 4260 | 24/03/2023 | Direct Debit | 27/03/2023 | n/a | N |
| 13/02/2023 | Everflow Water | Water | £58.33 | £0.00 | £58.33 | LGA 1972 s.111 | 4205 | 14/03/2023 | Direct Debit | 21/03/2023 | n/a | Y |
| 20/02/2023 | Salary 1 | Salary 1 | £814.90 | £0.00 | £814.90 | LGA 1972 s.112 | 4000 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 20/02/2023 | Salary 2 | Salary 2 | £1,249.67 | £0.00 | £1,249.67 | LGA 1972 s.112 | 4000 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 20/02/2023 | Salary 3 | Salary 3 | £2,086.13 | £0.00 | £2,086.13 | LGA 1972 s.112 | 4000 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 20/02/2023 | Salary 4 | Salary 4 | £370.08 | £0.00 | £370.08 | LGA 1972 s.112 | 4000 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 20/02/2023 | Salary 5 | Salary 5 | £1,692.75 | £0.00 | £1,692.75 | LGA 1972 s.112 | 4000 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 20/02/2023 | Salary 6 | Salary 6 | £617.12 | £0.00 | £617.12 | LGA 1972 s.112 | 4000 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 20/02/2023 | Salary 7 | Salary 7 | £389.52 | £0.00 | £389.52 | LGA 1972 s.112 | 4000 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 23/02/2023 | Nest | Pension Contribution - Month 11 | £475.76 | £0.00 | £475.76 | LGA 1972 s.112 | 4000 | 24/03/2023 | Direct Debit | 24/03/2023 | n/a | Y |
| 17/02/2023 | Aurora Managed Services Ltd | Printer Ink | £121.90 | £20.32 | £101.58 | LGA 1972 s.111 | 4245 | 14/03/2023 | Direct Debit | 19/03/2023 | n/a | Y |
| 23/02/2023 | Coastal Fire Ltd | Youth Booth - Emergency Lighting Service | £71.40 | £11.90 | £59.50 | LGA (MP) 1976 s.19 | 4675 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 23/02/2023 | Coastal Fire Ltd | Town House - Emergency Lighting Service | £71.40 | £11.90 | £59.50 | LGA 1972 s.111 | 4670 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 03/03/2023 | Objenix Ltd | Email Address Renewal | £72.00 | £12.00 | £60.00 | LGA 1972 s.111 | 4255 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 03/03/2023 | Designfolk | Website Support | £420.00 | £0.00 | £420.00 | LGA 1972 s.111 | 4255 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 07/03/2023 | Binder Ltd | Youth Booth - Sewage Disposal | £128.40 | £21.40 | £107.00 | LGA (MP) 1976 s.19 | 4675 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 01/03/2023 | Suffolk Association of Local Councils | Payroll Service | £273.60 | £45.60 | £228.00 | LGA 1972 s.111 | 4055 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 01/03/2023 | Ellis Whittam Ltd - Worknest | Health and Safety - Year 2 | £3,644.46 | £607.41 | £3,037.05 | LGA 1972 s.111 | 4285 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 28/02/2023 | Herring Bone Design Ltd | Website Support | £60.00 | £0.00 | £60.00 | LGA 1972 s.111 | 4405 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 28/02/2023 | Herring Bone Design Ltd | Website Support | £375.00 | £0.00 | £375.00 | LGA 1972 s.111 | 4405 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 10/03/2023 | Disability Advice Service | Grant | £1,000.00 | £0.00 | £1,000.00 | LGA 1972 s.137 | 4555 | 10/03/2023 | Transfer | 13/03/2023 | Y | n/a |
| 10/03/2023 | Citizens Advice | Grant | £1,500.00 | £0.00 | £1,500.00 | LGA 1972 s.142 | 4510 | 14/03/2023 | Transfer | 15/03/2023 | Y | n/a |
| 13/03/2023 | About Media | Saxmundham Area Map - Advertising | £90.00 | £15.00 | £75.00 | LGA 1972 s.111 | 4400 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 03/03/2023 | Colin Hathway | Noticeboard Perspex | £192.00 | £32.00 | £160.00 | LGA 1972 s.111 | 4650 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 13/03/2023 | Make it CNC | Memorial Field - Plaques | £317.94 | £52.99 | £264.95 | OSA 1906 s.10 | 4829 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 13/03/2023 | Red Dune Ltd | Monitors x 2 | £191.90 | £31.98 | £159.92 | LGA 1972 s.111 | 4265 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 26/02/2023 | Market Hall | Hall Hire | £35.00 | £0.00 | £35.00 | LGA 1972 s.111 | 4220 | 24/03/2023 | Transfer | 20/03/2023 | Y | Y |
| 31/03/2023 | Market Hall | Hall Hire | £35.00 | £0.00 | £35.00 | LGA 1972 s.111 | 4220 | 31/03/2023 | Transfer | 31/03/2023 | Y | Y |
| 10/03/2023 | Viking | Stationery | £54.31 | £20.38 | £33.93 | LGA 1972 s.111 | 4245 | 14/03/2023 | Transfer | 24/03/2023 | Y | Y |
| 03/03/2023 | H G Crisp | Stationery | £12.00 | £2.00 | £1.00 | LGA 1972 s.111 | 4245 | 10/03/2023 | Transfer | 13/03/2023 | Y | Y |
| 18/03/2023 | Red Dune Ltd | IT Support | £32.40 | £0.00 | £32.40 | LGA 1972 s.111 | 4255 | 24/03/2023 | Transfer | 27/03/2023 | Y | Y |
| 01/01/2023 | Fishers | General Materials | £62.81 | £0.00 | £62.81 | LGA 1972 s.111 | 4200 | 24/03/2023 | Transfer | 27/03/2023 | Y | Y |
| 09/02/2023 | Suffolk Association of Local Councils | Town Clerk Training | £187.20 | £31.20 | £156.00 | LGA 1972 s.111 | 4095 | 24/03/2023 | Transfer | 27/03/2023 | Y | Y |
| 31/12/2023 | Unity Trust Bank | Charges | £18.00 | £0.00 | £18.00 | LGA 1972 s.111 | 4235 | 31/03/2023 | Direct Debit | 31/03/2023 | n/a | N |
| | | | **£16,928.63** | **£950.69** | **£15,968.94** | | | | | | | |

**Receipts**

| Received | Payer | Description | Amount | Code | Posted | Method | | Remittance |
|---|---|---|---|---|---|---|---|---|
| 28/02/2023 | Men's Sheds | Rent | £3.00 | 1150 | 28/02/2023 | Cheque | 10/03/2023 | Y |
| 27/03/2023 | Market Hall | Website Amendments Reimbursed | £180.00 | 4405 | 28/03/2023 | Transfer | 27/03/2023 | Y |
| 27/03/2023 | Artisan Market | Stall Holders | £90.63 | 1105 | 24/03/2023 | Transfer | 20/03/2023 | Y |
| | | | **£273.63** | | | | | |

**Accruals**

| Invoice Date | Supplier | Description | Gross | VAT | Net | Power | Code | Posted | Method | Payment Date | Bank Set Up | Invoice |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 31/03/2023 | Rachel Leggett | Neighbourhood Plan Consultancy Fee | £360.00 | £0.00 | £360.00 | T&CPA 1990 s.61 | 4705 | 31/03/2023 | Transfer | 31/03/2023 | Y | Y |
| 31/03/2023 | Herring Bone Design Ltd | Website Support | £135.00 | £0.00 | £135.00 | LGA 1972 s.111 | 4405 | 31/03/2023 | Transfer | 31/03/2023 | Y | Y |
| 31/03/2023 | The Cleaning Company Suffolk Ltd | Cleaning | £65.28 | £10.88 | £54.40 | LGA 1972 s.111 | 4200 | 31/03/2023 | Transfer | 31/03/2023 | Y | Y |
| 31/03/2023 | HMRC | PAYE - Month 12 | £432.18 | £0.00 | £432.18 | LGA 1972 s.112 | 4000 | 31/03/2023 | Transfer | 31/03/2023 | Y | Y |
| | | | **£992.46** | **£10.88** | **£981.58** | | | | | | | |

| | | |
|---|---|---|
| 31/03/2023 | **Balance Carried Forward** | **£9,426.47** |

11/4/23

Name(s) Mrs Karen Forster
Mr Jeremy Smith
Mrs Diana Eastman HOF

Account no. CB01404371

Council Saver

| Date | Details | Receipts | Withdrawals | Balance |
| --- | --- | --- | --- | --- |
| 04/08/2020 | Cheque | 60,000.00 | | 60,000.00 |
| 31/12/2020 | Interest Earned | 24.59 | | 60,024.59 |
| 12/11/2021 | Cheque | 50,000.00 | | 110,024.59 |
| 31/12/2021 | Interest Earned | 66.87 | | 110,091.46 |
| 27/01/2022 | Interest Earned | 0.60 | | 110,092.06 |
| 28/10/2022 | Unallocated funds | 50,000.00 | | 160,092.06 |
| 28/10/2022 | Funds allocated | | 50,000.00 | 110,092.06 |
| 28/10/2022 | Bank Transfer | 50,000.00 | | 160,092.06 |
| 31/12/2022 | Interest Earned | 520.44 | | 160,612.50 |

If an entry seems to be wrong, please tell us as soon as possible so that we can resolve matters.

11/4/23