

Pirton Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/01/2022		
	Cash in Hand 01/04/2021		51,563.00
	ADD Receipts 01/04/2021 - 31/01/2022		56,546.70
			108,109.70
	SUBTRACT Payments 01/04/2021 - 31/01/2022		37,812.23
A	Cash in Hand 31/01/2022 (per Cash Book)		70,297.47
	Cash in hand per Bank Statements		
	Petty Cash 31/01/2022	0.00	
	Pirton Parish Council Unity Trust 31/01/2022	70,297.47	
			70,297.47
	Less unrepresented payments		
			70,297.47
	Plus unrepresented receipts		
B	Adjusted Bank Balance		70,297.47
	A = B Checks out OK		

Pirton Parish Council
PAYMENTS LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
136 Street Cleaner	10/02/2022		Pirton Parish Council l		Bin Bags	Edward Roberts (Clerk)	S	35.83	7.17	43.00
137 Website/IT	10/02/2022		Pirton Parish Council l		Accounts Software Licence	Starboard Systems	S	288.00	57.60	345.60
127 Salary	10/02/2022		Pirton Parish Council l		Salary	Edward Roberts (Clerk)	Z	542.50		542.50
128 Room (Office Expenses)	10/02/2022		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	30.00		30.00
129 Telephone	10/02/2022		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	20.00		20.00
130 Stationery	10/02/2022		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	5.99		5.99
131 Postage & Mileage	10/02/2022		Pirton Parish Council l		Expenses	Edward Roberts (Clerk)	Z	20.25		20.25
132 Tax	10/02/2022		Pirton Parish Council l		Tax & Employers NI	HMRC Clerk's Tax	Z	135.60		135.60
133 Room Hire	10/02/2022		Pirton Parish Council l		Room Hire	Pirton Sports and Social Club	Z	36.00		36.00
134 Street Cleaner	10/02/2022		Pirton Parish Council l		Street Cleaning	Tony Smart	Z	170.00		170.00
135 Sports Pavilion	10/02/2022		Pirton Parish Council l		Q S Fees	Walker Associates	Z	1,500.00		1,500.00
138 Room Hire	10/02/2022		Pirton Parish Council l		Room Hire	Village Hall	Z	18.50		18.50
Total								2,802.67	64.77	2,867.44

Pirton Parish Council
RECEIPTS LIST

Voucher Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
37 VAT Reclaimed	02/02/2022		Pirton Parish Council l		VAT Re-payment	HMRC VAT	Z	622.75		622.75
							Total	622.75		622.75