

**Appendix II - Payment Schedule & Bank Reconciliation**

**Payment Schedule**

12-Dec-17

	Cost £	Cheque/D D Value £	Cheque No.	Comments
Clerks Salary & Expenses	776.36	776.36	22	Inc Mileage / Postage/ Antivirus Protection
Lengthsman - Wellow	490.00	490.00	23	
HALC - Good Cllrs Guides	21.00	21.00	24	
Viking - Stationery & Paper	73.27	73.27	25	
BT P&BB Previous Clerk	36.06	36.06	dd	
RSR Comms - Office Telephone	18.50	18.50	dd	
Totals	1415.19	1415.19		

Payment Schedule Agreed \_\_\_\_\_  
Chairman Parish Council

Date \_\_\_\_\_

Payment Schedule Agreed \_\_\_\_\_  
2nd Councillor Signatory

Date \_\_\_\_\_

Cashbook Reconciliation as at 30th November 2017

Balance b/fwd 1st April 2017	20,687.30
Plus Receipts (01 April 2017 - 30 November 2017)	<u>22,647.79</u>
	43,335.09
Less Payments (01 April 2017 - 30 November 2017)	<u>(15,561.09)</u>
Total - 30 November 2017	<u><u>27,774.00</u></u>

Bank Reconciliation as at 30th November 2017 (Lloyds / Co-operative Banks)

Bank Account Totals as @ 30 November 2017

Lloyds Current Account			10,385.52
Lloyds Savings Account			17,602.08
Co-op Savings Account (Closed)			0.00
Co-op Current Account (Closed)			<u>0.00</u>
Total			27,987.60
Less unrepresented cheques/ transfers:-			
	20	105.60	
	21	108.00	<u>(213.60)</u>
			<u><u>27,774.00</u></u>