

Burnham Market Parish Council**BANK ACCOUNTS**

Current Account	£14,531.41
Savings 0811	£30,090.77
CIL/funds 0808	£281.50
Total in Banks	44,903.68
Cash	50.00
GRAND TOTAL (Banks and Cash)	£44,953.68

Burnham Market 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 31/01/2025		
	Cash in Hand 01/04/2024		30,633.08
	ADD Receipts 01/04/2024 - 31/01/2025		68,349.29
			98,982.37
	SUBTRACT Payments 01/04/2024 - 31/01/2025		52,305.45
A	Cash in Hand 31/01/2025 (per Cash Book)		46,676.92
	Cash in hand per Bank Statements		
	Petty Cash	31/01/2025	50.00
	Current Account	31/01/2025	16,254.65
	Savings 0811	31/01/2025	30,090.77
	CIL/funds 0808	31/01/2025	281.50
			46,676.92
	Less unrepresented payments		
			46,676.92
	Plus unrepresented receipts		
B	Adjusted Bank Balance		46,676.92
	A = B Checks out OK		

Burnham Market Parish Council
RECONCILIATION - Current Account 31-01-2025

From Accounts	£16,254.65
Payments not cashed Add	
Receipts not entered Subtract	
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Statement should be	£16,254.65

Burnham Market Parish Council
RECONCILIATION - CIL/funds 0808 31-01-2025

From Accounts £281.50

Payments not cashed Add

Receipts not entered Subtract

Statement should be £281.50

Burnham Market Parish Council
RECONCILIATION - Savings 0811 31-01-2025

From Accounts £30,090.77

Payments not cashed Add

Receipts not entered Subtract

Statement should be £30,090.77

Burnham Market Parish Council

1 February 2025 (2024-2025)

PAYMENTS & RECEIPTS LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
42	Other Income	22/01/2025		Savings 0811	cheque 13	Receipt - Bank interest	Harold Moorhouse Charity	X	1,200.00		1,200.00
											1,200.00
43	General Maintenance	27/01/2025		Current Account		Receipt - double refund of over	Heronwood Landscapes	X	1,338.88		1,338.88
											1,338.88
139	Other Maintenance	20/01/2025	16/12/2024	Current Account		Payment - repair and paint ber	Richard Newstead	E	-1,350.00		-1,350.00
											-1,350.00
140	Streetlighting - Power	31/01/2025	16/12/2024	Current Account		Payment - Electricity	SSE Scottish Hydro	L	-300.59	-15.03	-315.62
											-315.62
144	Grounds Maintenance	20/01/2025	16/12/2024	Current Account		Payment - General Maintenanc	Heronwood Landscapes	E	-230.00		-230.00
											-230.00
185	General Maintenance	31/01/2025		Current Account		Payment - Streetlighting - Main	Cozens (UK) Ltd	S	-50.00	-10.00	-60.00
											-60.00
193	Pavillion Water	27/01/2025		Current Account		Payment - Pavilion Water	Anglia Water	S	-10.00	-2.00	-12.00
											-12.00
194	Pavillion Electricity	17/01/2025		Current Account		Payment - Electricity	E-On	S	-22.63	-4.53	-27.16
											-27.16
195	Office Expenses	15/01/2025		Current Account		Payment - Mobile phone	EE	S	-17.92	-3.58	-21.50
											-21.50
196	General Maintenance	20/01/2025		Current Account		Payment - double payment 665	Heronwood Landscapes	X	-669.44		-669.44
											-669.44
197	Bank & Payroll Charges	31/01/2025		Current Account		Payment - Bank Service Charge	Unity Trust Bank	X	-6.00		-6.00
											-6.00
Total									-117.70	-35.14	-152.84

Burnham Market Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

1 February 2025 (2024-2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
146	Staff Costs	20/12/2024	VOID	Current Account	VOID	VOID	Annalisa Dovey	E			
173	Office Expenses	27/12/2024		Current Account		VOID	Annalisa Dovey	E			
173	Staff Costs	27/12/2024		Current Account		VOID	Annalisa Dovey	E			
183	Office Expenses	14/02/2025	13/01/25	Current Account		Clerk's Salary	Annalisa Dovey	E			
186	Staff Costs	14/02/2025		Current Account		Clerk's Salary	Annalisa Dovey	X	1,049.36		1,049.36
											1,049.36
188	Staff Costs	14/02/2025		Current Account		Clerk's Salary	Annalisa Dovey	E	292.89		292.89
188	Office Expenses	14/02/2025		Current Account		Clerk's Salary	Annalisa Dovey	E	26.00		26.00
											318.89
190	Room Hire	14/02/2025		Current Account		Hall Hire	Burnham Market & Norton	Z	272.50		272.50
											272.50
135	Other Admin Expenses	14/02/2025	16/12/2024	Current Account		Google Domain Set Up	Parish Online	S	220.00	44.00	264.00
											264.00
189	Website	14/02/2025		Current Account		Website	Annalisa Dovey	S	108.00	21.60	129.60
											129.60
192	Other Costs	14/02/2025		Current Account		Strim P9	B R Lynn	E	70.00		70.00
											70.00
142	Streetlighting - Maintenance	14/02/2025	16/12/2024	Current Account		Streetlighting - Maintenance	Cozens (UK) Ltd	S	50.00	10.00	60.00
											60.00
184	General Maintenance	14/02/2025		Current Account		VOID	Heronwood Landscapes	X			
187	General Maintenance	14/02/2025		Current Account		General Maintenance	Heronwood Landscapes	X	185.00		185.00
											185.00
191	Other Maintenance	14/02/2025		Current Account		Holly Bush	B R Lynn	Z	70.00		70.00
											70.00
Total									2,343.75	75.60	2,419.35

Burnham Market Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
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Prepared by: _____ Date: _____
Name and Role

Approved by: _____ Date: _____
Name and Role

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