

PURCHASE LEDGER

Expenditure

Month 01

2017/2018

April 2017

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

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Town Clerk

Date :- 30/05/2017

Time :- 15:11

PURCHASE LEDGER INVOICE LISTING FOR MONTH No 1

Supplier A/c Order

Ledger No 1 for Month No 1

Items marked with a * are disputed invoices.

Nominal Ledger Analysis											
Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	A/C	Centre	Amount	Analysis Detail
27/04/2017	DM-1275693	21178	4 IMPRINT	4IM001	197.95	39.59	237.54	6323	40	197.95	21178/100xEarphonesW/Logo
17/04/2017	1/IG6194	21128	ALTOOFFICE	ALTO001	53.22	10.64	63.86	6200	31	53.22	21128/Black Inkjet Cart Col
30/04/2017	1/IG6765	21206	ALTOOFFICE	ALTO001	42.52	8.50	51.02	6200	31	42.52	21206/Black ink cartridges
10/04/2017	254293	21118	ASDAN LIMITED	ASDAN001	178.00	35.60	213.60	6730	31	178.00	21118/Annual short courses fee
18/04/2017	18042017	21268	BANKLINE	BANKL01	96.90	0.00	96.90	6975	31	96.90	21268/BanklineChargesAPR
13/04/2017	3511773	21129	BOOKER	BOOK001	274.94	12.01	286.95	6500	28	274.94	21129/Food supplies for resale
20/04/2017	3512091	21146	BOOKER	BOOK001	239.01	21.41	260.42	6500	28	239.01	21146/Food supplies for V.Cafe
20/04/2017	3512092	21147	BOOKER	BOOK001	116.43	14.31	130.74	6500	28	116.43	21147/Food supplies for V.Cafe
27/04/2017	3512362	21148	BOOKER	BOOK001	201.59	11.36	212.95	6500	28	201.59	21148/Food supplies for V.Cafe
04/05/2017	3512668	21198	BOOKER	BOOK001	154.37	8.51	162.88	6500	28	154.37	21198/FoodSupplies for Vine Ca
27/04/2017	3409462	21232	BOOKER	BOOK001	-3.56	0.00	-3.56	6500	28	-3.56	21232/Return milk to supplier
17/04/2017	VP4171357	21145	BT	BRIT002	7.79	1.55	9.34	6101	22	7.79	21145/Charges for April 2017
28/04/2017	30248	21171	BSP LIMITED	BSP001	190.00	38.00	228.00	5500	21	190.00	21171/Skip hire for April 17/
13/04/2017	401877164	21130	CANON UK	CAN001	1,480.91	296.18	1,777.09	6200	31	1,480.91	21130/Black & colour inks cart
10/04/2017	2014	21119	A CHAILI	CHAI001	110.00	0.00	110.00	5010	29	110.00	21119/Replace tapin & pipework
05/04/2017	2013	21132	A CHAILI	CHAI001	80.00	0.00	80.00	5410	36	80.00	21132/Repair handle & flushing
12/04/2017	2015	21131	A CHAILI	CHAI001	70.00	0.00	70.00	5410	36	70.00	21131/Repair handle & flushing
20/04/2017	72328	21149	CURD & CURE	CHS001	67.68	0.00	67.68	6500	28	67.68	21149/Food supplies for V.Cafe
20/04/2017	72329	21150	CURD & CURE	CHS001	36.49	7.30	43.79	6500	28	36.49	21150/Food supplies for V.Cafe
04/05/2017	73463	21193	CURD & CURE	CHS001	20.97	0.00	20.97	6500	28	20.97	21193/Croissants for V.C
04/05/2017	73821	21192	CURD & CURE	CHS001	18.49	3.70	22.19	6500	28	18.49	21192/Cloudy lemonade for V.C
01/04/2017	3126527	21207	CIPFA	CIPFA001	190.00	38.00	228.00	6730	31	190.00	21207/TISonline Ind Stream
12/04/2017	INV-1934	21120	CREATIVE PRODUCTIONS	CPR001	289.00	57.80	346.80	9063	91	289.00	21120/ 2000 leaflets
22/04/2017	INV-1956	21133	CREATIVE PRODUCTIONS	CPR001	79.50	15.90	95.40	9066	91	79.50	21133/A3 Consultation Posters
30/04/2017	INV-1977	21151	CREATIVE PRODUCTIONS	CPR001	205.00	41.00	246.00	6460	50	205.00	21151/ 2000 A5 artwork papers
30/04/2017	INV-2002	21208	CREATIVE PRODUCTIONS	CPR001	175.00	35.00	210.00	6869	32	175.00	21208/Sevenoaks art boards
01/04/2017	6792461	21201	DAISY	DAIS01	109.60	21.92	131.52	6101	21	11.57	21201/Bills for April 2017
								6101	22	14.31	21201/Bills for April 2017

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Supplier A/c Order

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Nominal Ledger Analysis

Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	A/C	Centre	Amount	Analysis Detail
01/05/2017	6881018	21191	DAISY	DAIS01	106.25	21.25	127.50	6101	31	72.12	21201/Bills for April 2017
								6101	36	11.60	21201/Bills for April 2017
								6101	36	11.60	21191/Community Centre Phone
								6101	22	12.67	21191/Cemetery Phone Bill
								6101	31	58.57	21191/Offices Phone Bill
								6101	31	11.49	21191/Offices Fax Bill
								6101	21	11.92	21191/Open Spaces phone bill
26/04/2017	8753	21162	STREETLIGHTS	DIR001	153.50	30.70	184.20	6862	26	153.50	21162/Farmaby Drive repairs
02/05/2017	8832	21190	STREETLIGHTS	DIR001	1,341.22	268.24	1,609.46	6862	26	1,341.22	21190/MaintenanceContract
12/04/2017	958289	21199	ERNEST DOE	DOE001	12,729.88	2,545.98	15,275.86	5500	21	12,729.88	21199/TractorPurchasedForO.S
03/04/2017	CLSOELECC	21267	DONNELLY	DONN002	57.40	0.00	57.40	6490	32	57.40	21267/CLSO elec Usage
09/05/2017	B15389	21261	EDE & RAVENSCROFT	EDE001	70.42	14.08	84.50	6421	31	70.42	21261/Jabot Lace & neckband
11/04/2017	13639	21209	EDEN PARK	EDEN001	172.75	34.55	207.30	5320	21	172.75	21209/Organic Multi phase Fert
28/04/2017	23651	21229	EDWARD TYRRELL	EDW002	146.79	29.36	176.15	5211	39	146.79	21229/Waney Panel and Post
05/04/2017	0002242145	21135	ELITE	EFS001	59.61	0.00	59.61	6500	28	59.61	21135/Food supplies for resale
12/04/2017	0002248587	21134	ELITE	EFS001	252.02	9.95	261.97	6500	28	252.02	21134/Food supplies for resale
19/04/2017	0002253496	21152	ELITE	EFS001	59.86	1.99	61.85	6500	28	59.86	21152/Food supplies for V.Cafe
26/04/2017	0002260256	21153	ELITE	EFS001	85.24	1.99	87.23	6500	28	85.24	21153/Food supplies for V.Cafe
03/05/2017	0002265528	21194	ELITE	EFS001	77.31	5.97	83.28	6500	28	77.31	21194/Supplies for Vine Cafe
30/04/2017	328248	21210	EMPRISE SERVICES	EMP001	378.62	75.73	454.35	6932	21	378.62	21210/Patrols for April 2017
28/04/2017	667822	21165	EXPRESS FACTORS	EXPR001	14.00	2.80	16.80	6900	40	14.00	21165/Black cable ties
28/04/2017	667824	21166	EXPRESS FACTORS	EXPR001	28.95	5.79	34.74	5500	22	28.95	21166/Sealey R/charge torch
05/04/2017	CHQ-001346	21270	FRIENDS OF RHEINBACH	FRIE002	15.00	0.00	15.00	6730	31	15.00	21270/RheinbachSubscription17
01/04/2017	447744	21211	GALA GRAPHICS	GALA001	41.66	8.33	49.99	6460	60	41.66	21211/Badges & balloons
13/04/2017	INV-1063	21136	GO COACH	GO001	3,004.69	0.00	3,004.69	1495	32	-786.00	21136/Income for March 2017
								6495	32	3,790.69	21136/Services for March 2017
26/04/2017	106210	21167	GODFREYS	GOD001	26.16	5.23	31.39	5525	21	26.16	21167/VikingMowel lower handle
11/04/2017	05/753113	21137	GREENHAM	GREE001	193.07	38.61	231.68	6952	22	14.67	21137/One pair of boots
								6952	21	124.44	21137/Boxes of ear plugs

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		TC13979						5500	21	53.96	21137/Long shackle padlocks
05/04/2017	8045	21138	GT ENGRAVERS	GTE001	83.33	16.67	100.00	6415	31	83.33	21138/Equinox Weather Station
27/04/2017	8058	21186	GT ENGRAVERS	GTE001	66.60	0.00	66.60	6415	31	66.60	21186/Awards From Mayor
13/04/2017	65992	21139	HERBERT & WARD	HAW001	126.00	0.00	126.00	6500	28	126.00	21139/Coffee for resale
02/05/2017	66178	21196	HERBERT & WARD	HAW001	176.00	0.00	176.00	6500	28	176.00	21196/HotDrinksuppliesV.C
30/04/2017	INV-5417	21212	HELIOCENTRIX	HELI001	968.60	193.72	1,162.32	6240	31	968.60	21212/IT support April 2017
04/04/2017	AA562017	21140	HOLLY LANDSC	HOLLY001	380.00	0.00	380.00	6320	21	380.00	21140/CAT & Genny course
01/04/2017	4036/2017/1	21203	ICCM	ICCM001	90.00	0.00	90.00	6730	31	90.00	21203/ICCM Corp Subs 2017/18
13/04/2017	INV10776	21172	INVICTA INSURANCE	INV003	2,818.86	0.00	2,818.86	5550	21	2,818.86	21172/FleetinsuranceRenewal
24/04/2017	70622	21154	JIK	JK001	99.00	19.80	118.80	6460	31	99.00	21154/Assist T.Warden vacancy
01/04/2017	5352	21156	KAPC	KAPC001	1,250.00	250.00	1,500.00	6730	31	1,250.00	21156/Annual membership
13/04/2017	12841945	21121	KCC KCS	KCC003	68.05	13.61	81.66	6200	31	52.90	21121/Files and pockets
		TC13920						6010	31	7.15	21121/Bleach and Cleanser
		TC13920						6330	31	8.00	21121/Plastic cups
07/04/2017	12840316	21141	KCC KCS	KCC003	19.10	3.82	22.92	6200	31	19.10	21141/Sheets, Eraser & Markers
20/04/2017	12845544	21142	KCC KCS	KCC003	115.40	23.08	138.48	6200	31	79.35	21142/Photocopier & notebook
		TC13924						6010	33	36.05	21142/Cleaning materials
27/04/2017	12851253	21157	KCC KCS	KCC003	17.30	3.46	20.76	6200	31	17.30	21157/Avery Labels
04/05/2017	12856007	21188	KCC KCS	KCC003	94.75	18.95	113.70	6330	31	11.15	21188/Tissue for offices
								6010	33	83.60	21188/Refuse sacks for offices
10/04/2017	00992GR	21204	LOCUM LOCKS	LOC003	221.23	44.25	265.48	5410	21	221.23	21204/Replace electric release
07/04/2017	25823	21228	MAX FORDHAM	MAX001	9,138.25	1,827.65	10,965.90	9062	91	1,224.25	21228/Engineer services fees
		TC13612						9063	91	7,914.00	21228/Engineer services fees
12/05/2017	26010	21263	MAX FORDHAM	MAX001	8,942.25	1,788.45	10,730.70	9063	91	7,718.00	21263/C.C May/17Installation
								9062	91	1,224.25	21263/B.BMay/17Installation
08/04/2017	GALADINNE	21269	MAYORS 17/18	MAYOR18	110.00	0.00	110.00	6433	31	110.00	21269/Croydon Gala Dinner
06/04/2017	1051	21122	MSB ROOFING	MSB001	294.00	58.80	352.80	5410	33	294.00	21122/Gutter clearance
27/04/2017	3029747	21175	NATIONAL TRUST	NAT006	262.08	52.42	314.50	6433	31	262.08	21175/Mayors/VisitToKnoke
25/04/2017	14575419	21158	NISBETS	NIS001	153.84	30.76	184.60	5500	28	153.84	21158/Paper cups for V.Cafe

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03/05/2017	224813	21195	OLIVERS	OBW001	34.08	6.82	40.90	6500	28	34.08	21195/PinotGrigioForV.C
03/04/2017	84713056	21213	PLUSNET	PLUS01	18.50	3.70	22.20	6101	22	18.50	21213/Telephone charge 04/17
04/04/2017	84752327	21214	PLUSNET	PLUS01	24.48	4.90	29.38	6101	28	24.48	21214/Telephone charge 04/17
04/04/2017	84753193	21215	PLUSNET	PLUS01	45.66	9.13	54.79	6101	50	45.66	21215/Telephone charge 04/17
08/04/2017	84892709	21216	PLUSNET	PLUS01	47.50	9.50	57.00	6101	33	47.50	21216/Telephone charge 04/17
09/04/2017	84928981	21217	PLUSNET	PLUS01	24.03	4.81	28.84	6101	36	24.03	21217/Telephone charge 04/17
13/04/2017	953	21174	PRIMO	PRIMO001	137.50	0.00	137.50	6330	31	137.50	21174/Coffee For STC
28/04/2017	4000180	21179	PRICE AND MYERS	PRM	4,900.00	980.00	5,880.00	9063	91	4,900.00	21179/EngineeringAdviceForC.C
06/04/2017	PQB/STP/00	21143	PROJECT Q	PRO004	240.00	48.00	288.00	6323	40	240.00	21143/Two security guards
24/04/2017	PQB/STP/00	21168	PROJECT Q	PRO004	240.00	48.00	288.00	6932	22	240.00	21168/ 2 security guards 20/04
29/04/2017	17-027	21159	RUSSELL HARPER	RUS001	150.00	0.00	150.00	6323	40	150.00	21159/Photography 28/04/17
28/04/2017	509508	21160	SABERCOM	SAB001	300.00	60.00	360.00	6244	40	300.00	21160/Annual Server Host Fee
01/04/2017	1009048980	21222	SAGE	SAGE001	1,354.00	270.80	1,624.80	6300	31	1,354.00	21222/Sage 50 for 17/18
01/04/2017	2046426	21123	SDC	SDC001	2,566.47	0.00	2,566.47	5421	60	1,523.84	21123/Rent for April 2017
24/04/2017	141173	21163	SDC	SDC001	103.46	0.00	103.46	1208	29	103.46	21163/Supply 3 bins on 15/04
03/04/2017	2046393	21223	SDC	SDC001	267.50	53.50	321.00	6869	32	22.50	21223/Summer play dates design
01/05/2017	2046581	21187	SDC	SDC001	3,208.09	0.00	3,208.09	7555	38	200.00	21223/Street Art Posters
27/04/2017	141223	21176	SDC DIRECT SERVICES	SDC002	187.50	0.00	187.50	7616	40	45.00	21223/Wellbeign event design
05/04/2017	CHQ-001347	21271	SDC DIRECT SERVICES	SDC002	74.00	0.00	74.00	5421	60	1,904.80	21187/WednesdayMarketCharge
25/04/2017	27601	21155	SEEMP	SEEMP001	320.00	64.00	384.00	5420	60	1,303.29	21187/SaturdayMarketCharge
25/04/2017	302597143	21177	SETON	SET001	103.20	20.64	123.84	6010	33	187.50	21176/GardenWasteSacks
28/04/2017	20605907-	21183	SEWAT	SEWAT001	20.33	0.00	20.33	6010	33	74.00	21271/WasteSacksForOffices
19/04/2017	60937	21218	SGE	SGE001	10.98	0.55	11.53	6730	31	320.00	21155/Associate Membership
30/04/2017	61084	21219	SGE	SGE001	10.98	0.55	11.53	5500	31	103.20	21177/FireAssemblySigns
30/04/2017	61183	21220	SGE	SGE001	18.75	3.75	22.50	6010	21	20.33	21183/WaterForCricknetGround
								5700	22	10.98	21218/ 18L Red Diesel
								5700	22	10.98	21219/ 18L Red Diesel
								5525	22	18.75	21220/Straighten Shield Panel

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30/04/2017	61225	21221	SGE	SGE001	38.71	7.74	46.45	5525	21	38.71	21221/Brackets for new tractor
02/04/2017	087028	21225	SHELL	SHEL001	77.53	15.51	93.04	5700	21	77.53	21225/Charge for 27/03 - 02/04
09/04/2017	087103	21224	SHELL	SHEL001	108.46	21.69	130.15	5700	21	89.93	21224/Fuel for 03/04 - 09/04
								5700	22	18.53	21224/Fuel for 03/04 - 09/04
01/04/2017	086870	21227	SHELL	SHEL001	28.17	5.63	33.80	5700	22	28.17	21227/Charge for 13/03 - 19/03
01/04/2017	086949	21226	SHELL	SHEL001	102.71	20.54	123.25	5700	21	102.71	21226/Charge for 20/03 - 26/03
23/04/2017	SIN008901	21161	SOILTECHNICS	SOI001	5,289.50	1,057.90	6,347.40	9063	91	5,289.50	21161/Ground investigation
06/04/2017	48158274/	21260	SSE	SSE001	104.52	5.22	109.74	6010	22	104.52	21260/CemeteryElecBillApr
06/04/2017	731598107/	21259	SSE	SSE001	217.70	43.54	261.24	6011	36	217.70	21259/CommCentreElecBillApr
03/05/2017	2521	21184	SOUTHBLOOM	SSEB001	265.00	0.00	265.00	6869	32	265.00	21184/SevenoaksInBloomEvent
27/04/2017	901	21127	STEPHANIE'S	STEP001	710.00	0.00	710.00	6410	31	710.00	21127/Outgoing mayor's recep
03/05/2017	15	21182	S WILLIAMS	SWA001	649.50	129.90	779.40	9062	91	649.50	21182/AdvisorRoleForApril
03/05/2017	16	21181	S WILLIAMS	SWA001	4,512.50	902.40	5,414.90	9063	91	4,512.50	21181/AdvisoryRoleForApril
12/04/2017	27777	21144	TAYWELL	TAY001	90.00	18.00	108.00	6500	28	90.00	21144/ice creams for resale
03/05/2017	28007	21197	TAYWELL	TAY001	49.50	9.90	59.40	6500	28	49.50	21197/Ice Creams for Vine Cafe
07/04/2017	17576	21169	TELESHORE UK	TELE003	92.25	18.45	110.70	6500	22	92.25	21169/5 ashes caskets in oak
13/04/2017	1084/BB/865	21125	THEIS KHAN	THEI001	17,640.00	3,528.00	21,168.00	9063	91	17,640.00	21125/Architect services fees
13/04/2017	1085/BB/8	21126	THEIS KHAN	THEI001	6,000.00	1,200.00	7,200.00	9062	91	6,000.00	21126/Architect services fees
12/05/2017	1084/BB/869	21265	THEIS KHAN	THEI001	17,640.00	3,528.00	21,168.00	9063	91	17,640.00	21265/CommCentreArchitectual
12/05/2017	1085/BB/8	21264	THEIS KHAN	THEI001	6,000.00	1,200.00	7,200.00	9062	91	6,000.00	21264/ArchitecturalServicesB&BS
26/04/2017	89100	21164	TMB INTERNATIONAL	TMB002	1,680.69	336.13	2,016.82	9066	91	1,680.69	21164/Masterplan Mailing
04/05/2017	1830	21185	ULTRALITE	ULTRA001	210.00	42.00	252.00	1990	31	210.00	21185/Hospice banner removal
30/04/2017	LAO109832	21180	VEOLIA	VEOL001	24.22	4.84	29.06	6935	36	24.22	21180/WasteCollectionAtC.C
28/04/2017	304010CFEE	21170	WICKSTEEDS	WICK002	3,530.00	706.00	4,236.00	9063	91	3,530.00	21170/PrincipleDesignerService
01/05/2017	J7117833	21173	WORLDPAY	WOR001	83.72	9.35	93.07	6976	28	41.01	21173/VineCafe - C.C Charges
								6976	31	42.71	21173/STC Offices -C.C Charges
02/05/2017	WM9487444	21189	WORLDPAY	WOR001	7.50	1.50	9.00	6976	31	7.50	21189/MonthlyCreditCardCharge
01/04/2017	J6714389	21231	WORLDPAY	WOR001	101.87	9.60	111.47	6976	28	39.42	21231/April 2017 charges
								6976	31	62.45	21231/April 2017 charges

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								A/C	Centre	Amount	
03/04/2017	WM9441542	21230	WORLDPAY	WOR001	7.50	1.50	9.00	6730	31	7.50	21230/April Monthly fee
01/05/2017	J7117833-	21173-B	WORLDPAY	WOR001	-83.72	-9.35	-93.07	6976	28	-41.01	21173-B/Reversal of 21173
02/05/2017	WM9487444	21189-B	WORLDPAY	WOR001	-7.50	-1.50	-9.00	6976	31	-42.71	21173-B/Reversal of 21173
11/04/2017	HITBMARCH	21124	WE TEACH MUSIC	WTM001	200.00	0.00	200.00	7552	38	-7.50	21189-B/Reversal of 21189
04/04/2017	261	21205	YELLOW DUCK	YELL002	1,475.00	295.00	1,770.00	7609	40	200.00	21124/Open Mic night 31/03/17
					1,475.00	295.00	1,770.00	7609	40	1,475.00	21205/Route Master Prints
				TOTAL INVOICES	130,443.18	22,860.41	153,303.59			130,443.18	

Bank Reconciliation Statement as at: 30/04/2017 for Cash Book 6 Petty Cash

<u>Balances</u>	<u>Page No</u>	<u>Statement Date</u>	<u>Bank Statement Account Name (s)</u>
676.06		30/04/2017	Petty Cash
<u>676.06</u>			
0.00	<u>Amount</u>		<u>Unpresented Cheques (Minus)</u>
676.06			
<u>676.06</u>			
0.00			<u>Receipts not Banked/Cleared (Plus)</u>
676.06			
<u>676.06</u>			
Balance per Cash Book is :-			
676.06			
Difference is :-			
0.00			

Handwritten notes: plus 4.68 210 copies

Receipts for Month 1

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd : 714.93							
Banked on : 18/04/2017	Nat West - Current Account	300.00			210	300.00	Petty cash bank transfer
Banked on : 27/04/2017	Nat West - Current Account	302.86			210	302.86	Petty cash transfer chq
Total Receipts for Month		602.86	0.00	0.00		602.86	
Cash Book Totals							
		1,317.79	0.00	0.00		1,317.79	

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Cash Book 6

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Petty Cash

For Month No : 1

Payments for Month 1

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
10/04/2017	Tesco	6168	4.30		0.02	6500 28	4.28	Supplies for vine cafe
10/04/2017	Tesco	6169	5.00			6500 28	5.00	Milk for vine cafe
10/04/2017	Tesco	6170	10.00		0.09	6500 28	9.91	Tea / Milk for vine cafe
10/04/2017	Sainsburys	6171	37.35		0.18	6500 28	37.17	Various items for Vine Cafe
10/04/2017	Tesco	6172	59.52		3.54	6330 31	55.98	Various supplies for STC offic
10/04/2017	Sainsburys	6173	26.34		0.61	6330 31	25.73	Sandwiches for meeting
10/04/2017	Sainsburys	6174	14.00		2.33	6415 31	11.67	Champagne-BestDressedWindo
11/04/2017	One Stop	6175	1.00			6330 36	1.00	Milk for c.c
11/04/2017	Sainsburys	6176	11.64			6520 36	11.64	Cakes for t/dance
11/04/2017	Brewers	6177	30.16		5.03	5410 36	25.13	Hardwax oil for C.C
11/04/2017	Sainsburys	6178	10.70		0.33	6520 36	10.37	Cakes for t/dance
13/04/2017	SDC	6179	1.00		0.16	6900 31	0.84	parking for banking run
18/04/2017	Sainsburys	6180	7.95			6500 28	7.95	Supplies for vine cafe
18/04/2017	Sainsburys	6181	29.60			6500 28	29.60	Milk and salads fior resale
18/04/2017	Sainsburys	6182	15.10			6500 28	15.10	Milk for vine cafe
18/04/2017	Lidl	6183	35.37		0.50	6500 28	34.87	Various food supplies for V.C
18/04/2017	Tesco	6184	13.28		0.50	6330 31	12.78	Supplies for council offices
20/04/2017	SDC	6185	1.20		0.20	6900 31	1.00	Parking in town
21/04/2017	SDC	6186	4.00		0.66	6900 31	3.34	Parking in town
21/04/2017	Sainsburys	6187	22.58			6330 31	22.58	Sandwiches - NDP meeting
25/04/2017	STC Business Show	6188	26.00			6323 40	26.00	payment to helper for bus.show
26/04/2017	Lidl	6189	12.07			6500 50	12.07	Supplies for hitB
26/04/2017	Waitrose	6190	1.40			6500 50	1.40	Butter for hitB
26/04/2017	Waitrose	6191	2.35			6500 50	2.35	Paninis for HitB
26/04/2017	Waitrose	6192	3.00			6500 50	3.00	Milk for HitB
26/04/2017	Waitrose	6193	7.28			6500 50	7.28	coffee/sweetner/Ha
26/04/2017	Waitrose	6194	11.50			6500 50	11.50	F/Furters & Rolls
26/04/2017	Lorimers	6195	4.99		0.83	5500 50	4.16	Liquid chalk marker
26/04/2017	SDC	6196	4.50		0.75	6900 31	3.75	Car parking
27/04/2017	Nisa	6197	4.56			6500 28	4.56	Food for Vine Cafe
27/04/2017	Poundland	6198	6.00		0.83	6500 28	5.17	Supplies for Vine Cafe
27/04/2017	Sainsburys	6199	10.05		0.39	6500 28	9.66	Food for Vine Cafe
27/04/2017	Tesco	6200	58.54		4.31	6323 40	54.23	Supplies for Business Show
27/04/2017	Grahams Plumbers	6201	93.10		15.52	5500 50	77.58	Disabled toilet seat for HitB

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Cash Book 6

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Petty Cash

For Month No : 1

Payments for Month 1

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
27/04/2017	SDC	6202	7.00		1.17	6900 31	5.83	parking for Business show
27/04/2017	SDC	6203	4.50		0.75	6900 31	3.75	parking for business show
27/04/2017	Sainsburys/Correction	6212	-30.00			6323 40	-30.00	Correction Of Entry Error
27/04/2017	Correction	6213	30.00			6323 40	30.00	Reversal of error
27/04/2017	Sainsburys-correction R	6214	-0.30			6323 40	-0.30	Reversal of 30p error
28/04/2017	One Stop	6204	1.00			6330 36	1.00	Milk for Comm.Centre
28/04/2017	Post Office	6205	2.90			6210 36	2.90	Postage fees
28/04/2017	Sainsburys	6206	12.20			6520 36	12.20	Cakes for t/dance / Milk
28/04/2017	Sainsburys	6207	9.35			6520 36	9.35	Various cakes for t/dance
28/04/2017	One Stop	6208	1.00			6330 36	1.00	Milk for comm.Centre
28/04/2017	Sainsburys	6209	8.50		0.33	6520 36	8.17	Cakes and napkins
28/04/2017	Sainsburys	6210	8.00			6520 36	8.00	Cakes for resale (t/dance)
28/04/2017	Brewers	6211	2.15		0.36	5500 36	1.79	Putty for Community Centre
Total Payments for Month			641.73	0.00	39.39		602.34	
Balance Carried Fwd			676.06					
Cash Book Totals			<u>1,317.79</u>	<u>0.00</u>	<u>39.39</u>		<u>1,278.40</u>	

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Sevenoaks Town Council

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Bank Reconciliation Statement as at: 30/04/2017 for Cash Book 5 Payroll A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Payroll A/C	02/12/2013	520	0.00
NatWest payroll A/C	30/04/2017	164	1,000.00
			<u>1,000.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			0.00
			<u>1,000.00</u>
<u>Receipts not Banked/Cleared (Plus)</u>			
			0.00
			<u>1,000.00</u>
		Balance per Cash Book is :-	1,000.00
		Difference is :-	0.00

Date: 30/05/2017

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Cash Book 5

User : MB

Payroll A/c

For Month No : 1

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	1,000.00				1,000.00	
	Banked on : 25/04/2017	38,083.22					
	Nat West - Current Account	38,083.22			205	38,083.22	April Monthly Salaries Tfr
	Banked on : 26/04/2017	20,428.37					
	Nat West - Current Account	20,428.37			205	20,428.37	April Monthly Salaries Tfr
	Total Receipts for Month	58,511.59	0.00	0.00		58,511.59	
	Cash Book Totals	<u>59,511.59</u>	<u>0.00</u>	<u>0.00</u>		<u>59,511.59</u>	

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Cash Book 5

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Payroll A/c

For Month No : 1

Payments for Month 1

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
25/04/2017	NatWest Bank	250417BA	38,083.22			520	38,083.22	April Monthly Salaries
26/04/2017	NatWest Bank	260417BA	20,428.37			516	9,179.93	April Monthly Pensions
						515	11,248.44	April Monthly Pensions
Total Payments for Month			58,511.59	0.00	0.00		58,511.59	
Balance Carried Fwd			1,000.00					
Cash Book Totals			<u>59,511.59</u>	<u>0.00</u>	<u>0.00</u>		<u>59,511.59</u>	

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