



To all Members of the Finance & Management Committee

You are hereby summoned to attend a meeting of the **Finance & Management Committee** to be held at **HOLMFIRTH CIVIC HALL, HUDDERSFIELD ROAD, HOLMFIRTH HD9 3AS** on **MONDAY 6 SEPTEMBER 2021** at **7pm** to transact the following business -

- AGENDA – (A)

	Welcome	7.00 pm
	Public Question Time	
	Prior to the commencement of the business session of the Council, there will be an open session lasting 15 minutes, for members of the public to speak to the Council.	
2122 34	Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014	7.15 pm
	As Local (Parish & Town) Council meetings can now be recorded, the Chairman to check if anybody wishes to record the meeting, to ensure reasonable facilities can be provided. The Officer will be recording the meeting in audio format for upload to the Parish Council's YouTube channel.	
2122 35	To accept apologies for absence	7.16 pm
2122 36	To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda	7.17 pm
2122 37	To consider written requests for new DPI dispensations	7.18 pm
2122 38	To consider whether items on the agenda should be discussed in private session	7.19 pm
2122 39	To confirm the Minutes of the previous Committee meeting	7.20 pm
	- To approve the Minutes of the Finance & Management Committee Meeting held on 14 June 2021, numbered 2122 18 to 2122 33 inclusive. (B)	
2122 40	Applications for Grants	7.21 pm
	- To consider a grant application from Honley Business Association, – application enclosed, – for £1000 towards Honley's Christmas Lights Switch On. The legal power for this would be Section 137 of the Local Government Act 1972 (C)	
2122 41	Grants Budget 2021-22	7.30 pm
	- The RFO/Deputy Clerk reports that five months into the financial year and (notwithstanding tonight's applications) the Committee has £18,600 left of its £20,000 annual budget. To consider , whether the Parish Council should more actively promote its grants.	

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2122 42 Accounts for Payment

7.35 pm

(1) **To note**, the Chairman of Council has not used any of his Chairman's Expenses during his term of office so far. The former Chair used some expenses to fund leaving presents for the former Clerk. The former Chair is also attending a function on behalf of the Parish Council in the place of the current Chairman and the costs from that will accrue to the Chairman's budget line which has been renamed Chairman's Expenses from Chairman's Allowance.

(2) **To note**, the completed Lists of Payments for May, June and July 2021. **(D, E, F)**

(3) **To note**, all payments in August were regular payments by standing order or direct debit and were therefore approved under Council 2021 198, 199, 200. No transactions in August have needed special authorisation by the Council or this Committee. **(G)**

(4) **To consider**, approval of the pending transactions of the Schedule of Payments for September 2021 **(H)**

2122 43 Financial Statements

7.40 pm

- **To note** the accounting summaries – copies enclosed

i. For May 2021 (I):

- (1) Bank Reconciliations All Accounts (to end 31 May 2021)
- (2) Cash Books All Accounts Receipts and Payments (to end 31 May 2021)
- (3) Trial Balance (to end 31 May 2021)
- (4) Detailed Income and Expenditure by Budget Heading (YTD Budget Report to end 31 May 2021)
- (5) Cash and Investment Reconciliation (to end 31 May 2021)
- (6) Earmarked Reserves (to end 31 May 2021)
- (7) VAT Return quarter to date

ii. For June 2021 (J):

- (1) Bank Reconciliations All Accounts (to end 30 June 2021)
- (2) Cash Books All Accounts Receipts and Payments (to end 30 June 2021)
- (3) Trial Balance (to end 30 June 2021)
- (4) Detailed Income and Expenditure by Budget Heading (YTD Budget Report to end 30 June 2021)
- (5) Cash and Investment Reconciliation (to end 30 June 2021)
- (6) Earmarked Reserves (to end 30 June 2021)
- (7) VAT Return – full quarter

The VAT return for the first quarter was submitted with £403.17 to be repaid to the Parish Council. This was received from HMRC 3rd August 2021.

iii. For July 2021 (K):

- (1) Bank Reconciliations All Accounts (to end 31 July 2021)
- (2) Cash Books All Accounts Receipts and Payments (to end 31 July 2021)
- (3) Trial Balance (to end 31 July 2021)
- (4) Detailed Income and Expenditure by Budget Heading (YTD Budget Report to end 31 July 2021)
- (5) Cash and Investment Reconciliation (to end 31 July 2021)
- (6) Earmarked Reserves (to end 31 July 2021)
- (7) VAT Return quarter to date

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- 2122 44 Expenditure on Holmfirth Civic Hall Capital Projects July 2021 7.45 pm**
- Two items of Community Assets Support Committee authorised expenditure paid in July, - for £30,000 and £10,000, - were effectively carried over from last year without specific provision in the 2021-22 budget. Holmfirth Civic Hall Community Trust did not call on £30,000 that was built into last year's budget to fund the project to develop the toilets and office block. As Councillors know, money does not roll over between annual budgets if it is not spent; it becomes part of the general reserves. There is hence a shortfall in the budget. The money is in the bank, - the actual cash money does, of course, carry over; it is simply not in the working budget as it stands. RFO/Deputy Clerk to report.
- To consider**, how best to manage this issue.
- 2122 45 Implications of the disbanding of the Community Assets Support Committee (CASC) 7.55 pm**
- The Community Assets Support Committee has recently been disbanded. Responsibilities of that Committee will be re-distributed to other Committees, significantly the Finance and Management Committee for grant-related matters and the Service Provision Standing Committee for oversight of owned community assets such as Holmfirth Civic Hall, Honley Library and Holmfirth Toilets.
- To consider**, arrangements for which Standing Committee has oversight of the different CASC budget lines and earmarked reserves (EMR). RFO/Deputy Clerk to report.
- 4300 Honley Library
 - 4310 Holmfirth Civic Hall – projects
 - 4315 Other Community Assets
 - 4320 Public Toilets - day-to-day service
 - 4325 Public Toilets – lettable space
-
- 323 EMR Community Assets – others in the valley
 - 331 EMR Holmfirth Public Toilets
 - 332 EMR Honley Library
 - 333 EMR Holmfirth Tech
- To consider**, the RFO/Deputy Clerk would like to ask the Committee to consider keeping the former CASC budgets separate in the accounts books for this year only. Re-conforming the budgets will take significant time and might cause problems with spreadsheet functionality.
- 2122 46 Final accounts 8.00 pm**
- To note**, final accounts were published and were advertised as being available to view by local electors from 1st July to 11th August. No electors asked to view the accounts.
- 2122 47 Accountability and Governance and Accountability Return 2020-21 8.01 pm**
- To note**, the Deputy Clerk submitted AGAR parts 1 and 2, the Internal Audit Report, and all supporting documentation to the external auditor, PKF Littlejohn, after the publication of the accounts.

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2122 48 Tenancies 8.02 pm

To note, all rental payments for the garages and allotments have been received. One payment of £20 still needs be banked.

To note, a rental payment for the shop in the Gartside Buildings has recently been received for the month of July. The RFO/Deputy Clerk has submitted the invoice for August.

We are still waiting for a meter reading of the electricity.

2122 49 Statement of Intent on Training 8.04 pm

- To receive report of any training by Councillors and Officers since the last Finance and Management meeting.

Name	Training undertaken
Cllr Blacka	Planning and Appeals
Cllr Wilson	Planning
Cllr Colling	Finance for Councillors
Cllr Colling	Finance and Accounts
Cllr Hogley	Committees, Sub-committees and Delegation
Cllr Blacka	Committees, Sub-committees and Delegation
Cllr Wilson	Off to a Flying Start 1
Cllr Wilson	Off to a Flying Start 2
Deputy Clerk	A Guide to Broadcasting Council Meetings

2122 50 Financial Records for the website 8.08 pm

- **To note**, financial records for May, June and July 2021 have been uploaded to the Council website accessible from Quick Links.

2122 51 Financial Internal Controls 8.09 pm

- The Parish Council must make provision for financial records to be checked periodically over the course of the year. As Cllr Colling is Chair of the Finance and Management Committee, she is disallowed from undertaking checks on the Parish Council's financial transactions. This must be a different Council Member. It is not an especially onerous task and is important for anti-fraud protection, identifying errors and for transparency.

To consider, who will undertake the role as checker of internal financial controls.

2122 52 Budgets 2022-23 8.15 pm

- **To note**, Standing Committees, including the Finance and Management Standing Committee will need to prepare their Committee budget plans and requests in their upcoming autumn meetings (Council 11/10/2021; Climate Emergency SC 18/10/2021; Finance and Management 22/11/2021; Planning 01/11/2021; Publications and Communications 04/10/2021; Service Provision 20/09/2021). Extraordinary Committee meetings may need to be held. The full Council meeting to agree the budget is set for 13 December 2021.

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At the November meeting of the Committee, Members will also need to decide on whether to change the prices of tenancies (allotment plots, garages and the Gartside building). The prices of the garages and allotment plots have not changed since 2014/15.

2122 53 Banking matters 8.20 pm

- **To note**, the RFO/Deputy Clerk has not started to undertake the new applications for bank mandates for the Parish Council's various accounts. That will take place over the next month or so.
To note, HSBC is no longer maintaining Community accounts like our current main bank account. The Parish Council will not be eligible for the replacement account which is designed principally for charitable organisations. The Parish Council's account will become a small business account with attendant monthly bank charges.
To consider, given this change to our account with HSBC and the monthly charge we incur from Handelsbanken, given further that HSBC does not allow certain services which would be of advantage to the Parish Council (business debit card; dual authorisation of payments), the RFO/Deputy Clerk would like the Committee to consider establishing a working group to look into new banking arrangements perhaps involving banks that offer more sustainable banking. The RFO does appreciate that, given that interest rates are so low, it might not be the most opportune time to consider moving accounts.

2122 54 Representation 8.25 pm

- To receive report (if any) of representatives to outside bodies.

Close of Meeting 8.30 pm

Please note that timings on the agenda are given for guidance of the Chairman and the Council only and should not be taken as the time at which discussion of a particular item will commence. The Committee may agree to defer (in whole or part) any items on the Agenda, if necessary.

Richard McGill

Mr Richard McGill
Responsible Finance Officer and Deputy Clerk to the Council

Holme Valley Parish Council
Holmfirth Civic Hall, Huddersfield Road, HOLMFIRTH HD9 3AS
Telephone: 01484 687460
Email: deputyclerk@holmevalleyparishcouncil.gov.uk

Draft MINUTES OF THE FINANCE & MANAGEMENT COMMITTEE MEETING HELD ON MONDAY 14 June 2021.

Those present:

Chairman: Cllr M Pogson

Councillors: Cllrs M Blacka, P Colling, P Davies, RP Dixon, R Hogley

Officer: Mrs Liz Bennett Clerk

Public Question Time

There were no members of the Public present

2122 18 Public Bodies (Admission to Meetings) Act 1960 amended by Openness of Local Government Bodies Regulations 2014

The Clerk was recording the meeting in audio and the recording will be available on the Parish Council's YouTube channel.

2122 19 To accept apologies for absence

Cllr Greaves and Cllr Hall had given apologies, and these were approved by the Committee. Cllr Sweeney had not given apologies.

2122 20 To receive Members' and Officers' personal and disclosable pecuniary interests in items on the agenda

None were disclosed.

2122 21 To consider written requests for new DPI dispensations

None had been received.

2021 22 To consider whether items on the agenda should be discussed in private session

RESOLVED: The Committee resolved that no items should be held in private session.

2122 23 To confirm the Minutes of the previous Committee meeting

RESOLVED; to approve the minutes of the Finance & Management Committee Meeting held on 26 April 2021, numbered 2122 01 to 2122 17 inclusive.

2122 24 Accounts for Payment

(1) **NOTED:** The Committee noted that the Chairman of Council had not used any of her Chairman's Allowance during her term of office to date.

(2) **NOTED** the completed list of payments for April 2021.

(3) **RESOLVED:** to approve the pending transactions of the Schedule of payments for May 2021.

2122 25 Financial Statements

RESOLVED: to approve the following accounting summaries:

- i. For April 2021:

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- (1) Bank Reconciliations All Accounts (to end 30 April 2021)
- (2) Cash Books All Accounts Receipts and Payments (to end 30 April 2021)
- (3) Trial Balance (to end 30 April 2021)
- (4) Detailed Income and Expenditure by Budget Heading (YTD Budget Report to end 30 April 2021)
- (5) Cash and Investment Reconciliation (to end 30 April 2021)
- (6) Earmarked Reserves (to end 30 April 2021)

2122 26 Final accounts

RESOLVED: to approve the Final Accounts for 2020 to 2021, processed by Rialtas on 26 May 2021.

2122 27 Internal Audit Year End Report

The internal auditor, Safia Kauser, had advised that the Council review its policy on Reserves incorporating recommendations from the Joint Panel on Accountability and Governance (JPAG) practitioners guide such that the council's reserves are reduced. The RFO has presented a revised policy.

RESOLVED to accept the revised policy and agreed that there would need to be a later discussion in Full Council about how to manage the excessive reserves that the Council has accumulated.

RESOLVED to give a vote of thanks to the RFO and the Auditor for their full and efficient management of the Audit process.

2122 28 Accountability and Governance Annual Return

RESOLVED to approve the AGAR as presented

RESOLVED to approve the supporting documentation to the AGAR as presented

2122 29 Tenancies

NOTED that all the rental payments for Allotments and Garages had been paid excepting one cheque that had been unsigned.

NOTED that rental payments for the Gartside shop had been paid for April and May 2021 at an agreed, reduced rate. The full rental of £400 per month will resume in June. The electricity costs for Gartside shop will be billed quarterly starting at the end of June 2021 for the previous three months.

RESOLVED that the payment requested for the repair of the wall at Holme Allotments was reasonable and that it was in all likelihood the responsibility of the Council. It was agreed that as there was no specific budget for maintenance at the allotments, that the management of allotments be moved to Service Provision and that the benches maintenance budget be accessed by that committee.

RESOLVED that this recommendation be made to Full Council at the extraordinary meeting on 14 June 2021.

2122 30 Statement of Intent on Training

CLlr Colling had attended training on finance and the role of the Internal and external audits. In answer to CLlr Dixon's question, as to why two audits were needed, she said that the external auditor represents the view of the electorate in ensuring that the council uses public money appropriately. The Internal auditor ensures that the council is acting to the appropriate guidelines and is there to

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help the Council. Cllr Colling recommends this training to all Councillors and even new Councillors.

2122 31 Financial Records for the Website

NOTED that the financial records for April 2021 have been uploaded to the Council Website.

2122 32 Financial Internal Controls

Noted that Cllr Colling had undertaken the checks on the Council's financial records for the month of April 2021 and no amendments were required.

2122 33 To receive reports from representatives to outside bodies

Councillor Bellamy had reported to the Clerk that he continued to attend the Peak Park meetings and that there were papers coming to the Council regarding their hopes to encourage affordable housing.

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Chairman

HOLME VALLEY PARISH COUNCIL

HOLMFIRTH CIVIC HALL, HUDDERSFIELD ROAD, HOLMFIRTH, HD9 3AS
Tel: 01484 687460 Email: clerk@holmevalleyparishcouncil.gov.uk



Please complete this form as clearly as possible and return it to the clerk by email or by post to the above address.

From April 2021 there will be two dates in the Council Year on which grants are considered. Your application needs to be submitted by the last day of August to be considered in September or by the last day of January to be considered in February.

CONTACT DETAILS	
Name of organisation	Honley Business Association
Contact person for this application:	[REDACTED]
Position e.g. Chair, Secretary, Treasurer:	Secretary of HBA - Voluntarily
Correspondence address:	[REDACTED]
Email address:	[REDACTED]
Telephone numbers	[REDACTED] and [REDACTED]

TYPE OF COMMUNITY GRANT APPLIED FOR

If you are unsure, please tick any that might apply, and our clerk will consider which Committee the application should be considered by.

Community Assets

Community Services

Community Events or Projects

What will your grant pay for?

Sound Equipment Hire: £250.00
 Insurance PL: £375.00
 Toilets: £168.00
 Gazebo sides: £125.00
 Hire of Generator for stage electrics: £236.00

ABOUT YOUR GROUP	
What type of group are you?	<ul style="list-style-type: none"> • Unregistered community group • Registered charity • Other (please state): Business Association, Volunteer Group with constitution
Charity registration no. (if applicable)	
When did the group start?	2013
Do you have a constitution or a set of governing rules?	<p>Yes / <i>If yes, please provide copy with this application</i> <i>If no, please explain your management structure on a separate sheet.</i></p>
What area does your group cover? <i>The Council can only fund grants to groups which directly benefit residents of the Holme Valley</i>	Honley Village
Describe the people you <u>mainly</u> work with:	<ul style="list-style-type: none"> • Children under 16 • Young people under 25 • Older people over 60 • People with disabilities • People of minority ethnic origin • Other groups (please state): Business Owners and all the wider community of Honley
How many people are involved in running your group?	Paid staff:0
	Volunteers, including Committee members: 100

FINANCES

Financial year	2020
Income	£16595.63
Expenditure	£12969.20
Reserves	£35316.96
Please describe your current financial reserves and account for expected expenditure from these.	Website yearly costs of £9088.00 PA includes writing blogs, vlogs for marketing for all our members and many more marketing inclusions. Other costs are insurance, storage container costs, accounts and events, average yearly costs £2700
Has the group previously received a grant from the Parish Council?	<p>Yes</p> <p><i>If 'Yes' please give the date and brief details of any grants received in the last five years.</i></p> <p><i>In 2016 we received £1000 for our Revival of Honley Feast</i></p> <p><i>In 2016 we received £1000 for the Christmas Lights switch on and Firework display.</i></p> <p><i>In 2017 we received £1000 towards our 2nd Honley Feast Community Event</i></p> <p><i>In 2017 £1000 towards the Christmas Lights Event.</i></p> <p><i>In 2018 £1000 towards setting up a Youth Club in Honley</i></p> <p><i>In 2018 £1000 towards the Christmas Light Switch on and Parade</i></p> <p><i>In 2019 £1000 towards the running of Honley Youth Club</i></p> <p><i>In 2019 £1000 towards the Christmas Light Switch on</i></p> <p><i>In 2020 £1000 towards our Christmas Light Switch On which was spent on repairs and additional lights and brackets even though the event could not go ahead.</i></p> <p><i>In 2021 £5000 towards Older Play Equipment for our parks – yet to be spent</i></p>

YOUR PROJECT

How much money are you requesting from the Parish Council?

£1000

Project start date: Sat Nov 13th

Project end date: Sat Nov 13th

Please describe what you want to do with the money. Use no more than 500 words. Please answer the following questions in your answer:

- Who will benefit from this project?
- How do you know there is a need for this project?
- Are you working in partnership with other groups?
- How many people are involved in your activities each year?
- How will you know that the project is a success?

HBA have run a very successful Christmas Light Switch on since 2014. (Except 2020 due to Covid) The event has become a "Must do" for the majority of our residents.

The businesses get behind the event with sponsorships and help but not only the businesses but around 75 volunteers help to make the event a success.

The event is focused on families with particular emphasis on Children, as when the children are happy the rest of the family are too.

We invite local musicians and our village band Yorkshire Traction Honley Band to take part, playing traditional carols for everyone to join in. All the village is bedecked with Christmas Trees and Lights and this year we are hoping to make this more Eco Friendly with hand made trees that can be used year on year. (We will be testing them over the coming weeks)

The Lights are all lit within the evening for the first time each year which makes it a magical evening.

This year to help with social distancing we are planning to have approx. 9 gazebo's with a theme in each one so each family can move along by gazebo to social distance before arriving to see Santa on his sleigh and receive a gift, all socially distanced just for good measure.

HBA could not make this happen with out the help of many people from other organisations so the RNLI, Honley Civic, Honley Library Volunteers, HVCT and Friends of Honley all get involved to make it a fabulous event for everyone

We will not be doing the traditional parade this year as too many people gathering all together so the events in the park are to encourage visitors throughout the day rather than culminating to an end firework display. More emphasis will be on activities through out the day.

Each year there are around 75 volunteers involved in the Christmas Light Switch on from Litter Pickers to stewards to first aiders to drinks servers to people making cakes and biscuits.

Of course the success or failure of the event can be affected by bad weather but even if the weather is poor people still tend to visit but just not stay around for as long. Numbers of visitors and income raised will ultimately show how successful the event has been

PROJECT BUDGET		
Item	Total cost	Requested from the Parish Council
<i>Sound Equipment Hire:</i>	£250.00	£250.00
<i>Insurance PLI</i>	£275.00	£275.00
<i>Toilet Hire</i>	£210.00	£210.00
<i>Gazebo additional sides</i>	£799.93	£265.00
<i>Hire of Generator for all electrics</i>	£236.00	0
<i>Additional Gazebo's</i>	£733.30	0
<i>Hire of Sleigh/Drinks/Cups/misc</i>	£970.00	0
TOTALS	£3474.23	£1000.00

OTHER FUNDING

Has the group applied elsewhere for other grants to fund this project?

No

If yes, please give details below. Include date of application, amount requested and the outcome (if known)

Other sources of funding for this project, e.g. donations, reserves, fund raising. Please list, with amounts.

We are holding 3 monthly markets in Honley Park to increase footfall into the village but all profits from the markets will go towards Christmas Light Switch On expected to be £750.

Many businesses are sponsoring sections of the event that should raise around £800



Selling Hot drinks and cakes/biscuits will raise funds of around £500

Food stalls and fair contribute to costs £275.

Tombola and Raffle stalls normally raise around £350

Funds raised from previous events will pay any shortfall if there is some, although the event usually pays for itself each year.

BANK ACCOUNT DETAILS

Account name	Honley Business Association
Sort code	
Account number	

Declaration

This declaration must be signed by an authorised person, eg Committee Member, Office Holder or Trustee.

- I am authorised to make the application on behalf of the above organisation.
- I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded.
- I certify that the information contained in this application is correct.
- If the information in the application changes, I will inform the Council.
- I give permission for the Council to record the details of my group electronically and to contact us by phone, mail or email regarding this application.
- If the application is successful, I give permission for the Council to publicise the project in the local media and on its website.
- I agree to provide a report, including photographs, to the Council, indicating how the grant awarded has been spent, within two months of completion.

Name 

Signature 

Date:09.08.21

Name of Organisation	
CHECKLIST	
Please enclose the following with your application	
	Please Tick
Signed application form, with every question answered	
Have you addressed sustainability issues? See the criteria on the council website (section 1.8).	
Last three years audited annual accounts (if available)	
Constitution or set of rules (if not applicable please state so)	
Copy of bank statements for past six months	
Copies of written estimates/quotations for capital purchases?	
For projects or items over £5000 have you completed a Business Plan or for grants over £2.000 have you provided a forward plan of activities for the next year ?	
If possible, please email a copy of the grant application to the Clerk (clerk@holmevalleyparishcouncil.gov.uk). With the Application in WORD not PDF.	
and send completed application form (with all supporting documentation) to: Holme Valley Parish Council, Holmfirth Civic Hall, Huddersfield Road Holmfirth, HD9 3AS	
If you have any queries, please contact the Clerk - Tel: 01484 687460 Email: clerk@holmevalleyparishcouncil.gov.uk	
<i>You are advised to keep a copy of this application for your own records.</i>	
For internal admin use only:	
Date application received:	
Application meets criteria:	Yes/No*
Meeting Date/Minute No.	
Grant approved . Yes/No	
Legislation under which grant is made.	
Date applicant notified of outcome:	



Holme Valley Parish Council Cash Book 2021-22

HSBC Community Current Account

Schedule of Payments May 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
1	2122/02/01	04/05/2021	BACS	✓	STAFF 01			REIMBURSEMENT CARD, FLOWERS CLLR 21	£38.98	£0.00	£38.98	Council 2021 198	LGA 1972 S111
2	2122/02/02	04/05/2021	BACS	✓	STAFF 02			REIMBURSEMENT ZOOM	£11.99	£2.40	£14.39	Council 2021 198	LGA 1972 S111
3	2122/02/03	04/05/2021	BACS	✓	YLCA			TRAINING PLANNING & APPEALS	£22.50	£0.00	£22.50	Council 2021 198	LGA 1972 S111
4	2122/02/04	06/05/2021	DD	✓	BUSINESS STREAM			WATER AND SEWERAGE CHARGES	£486.07	£0.00	£486.07	Council 2021 198, 199	PHA 1936 S87
5	2122/02/05	11/05/2021	BACS	✓	DOCUMENT LOGIC			PHOTOCOPIING	£26.20	£5.24	£31.44	Council 2021 198	LGA 1972 S111
6	2122/02/06	11/05/2021	BACS	✓	NPOWER			ELECTRICITY HOLMFIRTH TOILETS - MAR	£145.86	£7.29	£153.15	Council 2021 198	PHA 1936 S87
7	2122/02/07	11/05/2021	BACS	✓	NPOWER			ELECTRICITY HOLMFIRTH TOILETS - APR	£83.20	£4.16	£87.36	Council 2021 198	PHA 1936 S87
8	2122/02/08	11/05/2021	BACS	✓	HCHCT			ANNUAL RENT	£10,000.00	£0.00	£10,000.00	Council 2021 198	LGA 1972 S111
9	2122/02/09	12/05/2021	DD	✓	O2			IPAD AND IPHONE CONTRACTS	£64.12	£12.82	£76.94	Council 2021 198, 199	LGA 1972 S137
10	2122/02/10	17/05/2021	BACS	✓	WEST YORKSHIRE PENSION FUND			PENSIONS	£606.72	£0.00	£606.72	Council 2021 198 200	LGA 1972 S112
11	2122/02/11	17/05/2021	BACS	✓	STAFF 02			SALARY STAFF 02	£1,423.65	£0.00	£1,423.65	Council 2021 198 200	LGA 1972 S112
12	2122/02/12	17/05/2021	BACS	✓	STAFF 01			SALARY STAFF 01	£1,441.40	£0.00	£1,441.40	Council 2021 198 200	LGA 1972 S112
13	2122/02/13	17/05/2021	BACS	✓	STAFF 03			SALARY STAFF 03	£917.64	£0.00	£917.64	Council 2021 198 200	LGA 1972 S112
14	2122/02/14	17/05/2021	BACS	✓	HMRC			PAYE TAX AND NI	£1,046.68	£0.00	£1,046.68	Council 2021 198 200	LGA 1972 S112
15	2122/02/15	27/05/2021	BACS	✓	MAINTENANCE CONTRACTOR			EXPENSES APR - 1. BENCHES; 2. TOILETS; 3. PHONE BOXES	£211.73	£40.80	£252.53	Council 2021 198	PCA 1971 S1, S4
16	2122/02/16	27/05/2021	BACS	✓	MAINTENANCE CONTRACTOR			MAINTENANCE APR - 1. BENCHES AND SHELTERS; 2. TOILETS	£2,448.92	£0.00	£2,448.92	Council 2021 198	PCA 1971 S1, S4
17	2122/02/17	28/05/2021	DD	✓	PLUSNET			INTERNET	£10.63	£2.13	£12.76	Council 2021 198 199	LGA 1972 S111
									£18,986.29	£74.84	£19,061.13		



Holme Valley Parish Council Cash Book 2021-22

HSBC Community Current Account

Schedule of Payments June 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
1	2122/03/01	10/06/2021	DD	✓	O2			IPAD AND IPHONE CONTRACTS	£64.12	£12.82	£76.94	Council 2021 198, 199	LGA 1972 S137
2	2122/03/02	10/06/2021	BACS	✓	INTERNAL AUDIT YORKSHIRE			REVIEW OF STAFFING WORKLOADS	£450.00	£0.00	£450.00	Council 2021 198	LGA 1972 S112
3	2122/03/03	10/06/2021	BACS	✓	HOLMFIRTH CIVIC HALL COMMUNITY TRUST			JOINT MEMBERSHIP - COMMUNITY FIRST YORKS	£30.00	£0.00	£30.00	Council 2021 198	LGA 1972 S111
4	2122/03/04	10/06/2021	BACS	✓	BARNLEY CHRONICLE			HOLME VALLEY REVIEW APR 2021	£250.00	£50.00	£300.00	Council 2021 198	LGA 1972 S142
5	2122/03/05	15/06/2021	BACS	✓	WEST YORKSHIRE PENSION FUND			PENSIONS	£606.72	£0.00	£606.72	Council 2021 198 200	LGA 1972 S112
6	2122/03/06	15/06/2021	BACS	✓	STAFF 02			SALARY	£1,423.65	£0.00	£1,423.65	Council 2021 198 200	LGA 1972 S112
7	2122/03/07	15/06/2021	BACS	✓	STAFF 01			SALARY	£1,441.40	£0.00	£1,441.40	Council 2021 198 200	LGA 1972 S112
8	2122/03/08	15/06/2021	BACS	✓	STAFF 03			SALARY	£917.64	£0.00	£917.64	Council 2021 198 200	LGA 1972 S112
9	2122/03/09	16/06/2021	BACS	✓	HMRC			PAYE TAX AND NI	£952.68	£0.00	£952.68	Council 2021 198 200	LGA 1972 S112
10	2122/03/10	17/06/2021	BACS	✓	CARTWORTH CRICKET CLUB			GRANT: DOORS, WINDOWS, SHUTTERS	£2,000.00	£0.00	£2,000.00	F&M 2122 24 (3)	LGA MPA 1976 S19
11	2122/03/11	17/06/2021	BACS	✓	HADE EDGE BAND ROOM			GRANT: NEW PIANO	£3,000.00	£0.00	£3,000.00	F&M 2122 24 (3)	LGA 1972 S145
12	2122/03/12	17/06/2021	BACS	✓	FRIENDS OF NETHERTHONG SCHOOL			GRANT: OUTDOOR RUNNING TRACK	£5,000.00	£0.00	£5,000.00	F&M 2122 24 (3)	LGA MPA 1976 S19
13	2122/03/13	17/06/2021	BACS	✓	HUDDERSFIELD & DISTRICT WOOD TURNERS			GRANT: EVENT FOR SEND CHILDREN	£500.00	£0.00	£500.00	F&M 2122 24 (3)	LGA 1972 S117
14	2122/03/14	17/06/2021	BACS	✓	FRIENDS OF HONLEY			GRANT: HONLEY OPEN GARDENS EVENT	£500.00	£0.00	£500.00	F&M 2122 24 (3)	LGA 1972 S117
15	2122/03/15	17/06/2021	BACS	✓	HONLEY BUSINESS ASSOCIATION			GRANT: OUTDOOR GYM	£5,000.00	£0.00	£5,000.00	F&M 2122 24 (3)	LGA MPA 1976 S19
16	2122/03/16	17/06/2021	BACS	✓	JRB ENTERPRISES LTD			POO BAG DISPENSERS AND CARRIAGE	£165.50	£33.10	£198.60	F&M 2122 24 (3)	LGA 1972 S137
17	2122/03/17	17/06/2021	BACS	✓	BROCKHOLES VILLAGE HALL			GRANT: NEW LIGHTING AND WATER HEATER	£2,420.00	£0.00	£2,420.00	F&M 2122 24 (3)	LGA 1972 S133
18	2122/03/18	17/06/2021	BACS	✓	VISION ICT			HOSTED EMAIL ACCOUNTS	£36.00	£7.20	£43.20	Council 2021 198	LGA 1972 S111
19	2122/03/19	17/06/2021	BACS	✓	DOCUMENT LOGIC			PHOTOCOPIING	£25.00	£5.00	£30.00	Council 2021 198	LGA 1972 S111
20	2122/03/20	17/06/2021	BACS	✓	INTERNAL AUDIT YORKSHIRE			YEAR END INTERNAL AUDIT	£373.31	£0.00	£373.31	Council 2021 198	LGA 1972 S111
21	2122/03/21	17/06/2021	BACS	✓	VIKING			STAMPS, STATIONERY, INK CART & INS	£182.39	£14.94	£197.33	F&M 2122 24 (3)	LGA 1972 S111
22	2122/03/22	00/01/1900	BACS	✓	YLCA			PLANNING TRAINING - CLLR 25	£15.00	£0.00	£15.00	Council 2021 198	LGA 1972 S111
23	2122/03/23	17/06/2021	BACS	✓	NPOWER			ELECTRICITY - TOILETS	£133.49	£6.67	£140.16	Council 2021 198	LGA 1972 S111
24	2122/03/24	17/06/2021	BACS	✓	STAFF 02			REIMBURSEMENT: USB extension cable	£7.07	£1.42	£8.49	Council 2021 198	LGA 1972 S111
25	2122/03/25	17/06/2021	BACS	✓	STAFF 02			REIMBURSEMENT FOR ZOOM	£11.99	£2.40	£14.39	Council 2021 198	LGA 1972 S111
26	2122/03/26	17/06/2021	BACS	✓	HONLEY VILLAGE TRUST			GRANT: HONLEY VILLAGE HALL NEW ROOF	£4,570.00	£0.00	£4,570.00	F&M 2122 24 (3)	LGA 1972 S133
27	2122/03/27	17/06/2021	BACS	✓	RIVER HOLME CONNECTIONS			GRANT: RIVERSIDE WALK REPAIR	£4,930.60	£0.00	£4,930.60	F&M 2122 24 (3)	LGA MPA 1976 S19
28	2122/03/28	18/06/2021	BACS	✓	UPPERTHONG VILLAGE HALL TRUST			GRANT: DAMP PROOFING, ROOF REPAIR	£3,550.00	£0.00	£3,550.00	F&M 2122 24 (3)	LGA 1972 S133
29	2122/03/29	22/06/2021	BACS	✓	SHREDCO UK			SHREDDING CONFIDENTIAL DOCUMENTS	£35.00	£7.00	£42.00	F&M 2122 24 (3)	LGA 1972 S111
30	2122/03/30	22/06/2021	BACS	✓	STAFF 01			REIMBURSEMENT FOR BULLGUARD	£41.66	£8.33	£49.99	Council 2021 198	LGA 1972 S111
31	2122/03/31	22/06/2021	BACS	✓	STAFF 03			REIMBURSEMENT GODADDY	£53.12	£0.00	£53.12	Council 2021 198	LGA 1972 S111
32	2122/03/32	22/06/2021	BACS	✓	YLCA			TRAINING FINANCE FOR COUNCILLORS CLLR 7	£30.00	£0.00	£30.00	Council 2021 198	LGA 1972 S111
33	2122/03/33	22/06/2021	BACS	✓	YLCA			FINANCE & ACCOUNTS FOR LOCAL COUNCILS CLLR7	£22.50	£0.00	£22.50	Council 2021 198	LGA 1972 S111
34	2122/03/34	22/06/2021	BACS	✓	YLCA			TRAINING COMMITTEES, SUB-COMMITTEES, DELEGATION CLLR18	£22.50	£0.00	£22.50	Council 2021 198	LGA 1972 S111
35	2122/03/35	22/06/2021	BACS	✓	MAINTENANCE CONTRACTOR			EXPENSES MAY - 1. BENCHES	£139.36	£17.10	£156.46	Council 2021 198	LGA 1972 S111
36	2122/03/36	22/06/2021	BACS	✓	MAINTENANCE CONTRACTOR			MAINTENANCE MAY - 1. BENCHES AND SHELTERS; 2. TOILETS; 3. GRAVEYARD	£2,357.77	£0.00	£2,357.77	Council 2021 198	PCA 1971 S1, S4
37	2122/03/37	28/06/2021	DD	✓	PLUSNET			INTERNET	£15.85	£3.17	£19.02	Council 2021 198 199	LGA 1972 S111
38	2122/03/38	30/06/2021	BACS	✓	STAFF 01			PAYMENT ACCRUED ANNUAL LEAVE	£471.92	£0.00	£471.92	Council 2021 198	LGA 1972 S112
									£41,746.24	£169.15	£41,915.39		

Holme Valley Parish Council Cash Book 2021-22

HSBC Community Current Account

Schedule of Payments MTD July 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
1	2122/04/01	05/07/2021	DD	✓	GRENKE			PHOTOCOPIER LEASE	£117.99	£23.60	£141.59	Council 2021 198 199	LGA 1972 S111
2	2122/04/02	08/07/2021	DD	✓	BT			CLOUD VOICE	£2.49	£0.50	£2.99	Council 2021 204	LGA 1972 S111
3	2122/04/03	13/07/2021	DD	✓	O2			IPAD AND IPHONE CONTRACTS	£64.12	£12.82	£76.94	Council 2021 198 199	LGA 1972 S137
5	2122/04/04	13/07/2021	BACS	✓	HCHCT			GRANT: NEW TOILETS, OFFICE SPACE	£30,000.00	£0.00	£30,000.00	Council 2122 29	LGA 1972 S133
4	2122/04/05	13/07/2021	BACS	✓	HCHCT			GRANT: NEW FIRE DOORS LARGE HALL	£10,000.00	£0.00	£10,000.00	Council 2122 29	LGA 1972 S133
6	2122/04/06	13/07/2021	BACS	✓	HOLMFIRTH TECH			GRANT: TOWARDS REPLACING TOILETS	£5,000.00	£0.00	£5,000.00	Council 2122 29	LGA 1972 S133
7	2122/04/07	13/07/2021	BACS	✓	STAFF 02			REIMBURSEMENT FOR ZOOM	£11.99	£2.40	£14.39	Council 2021 198	LGA 1972 S111
8	2122/04/08	13/07/2021	BACS	✓	STAFF 03			REIMBURSEMENT FOR GODADDY X 3 JUN JUL AUG	£29.97	£0.00	£29.97	Council 2021 198	LGA 1972 S137
9	2122/04/09	13/07/2021	BACS	✓	YLCA			TRAINING OFF TO A FLYING START CLLR 25	£30.00	£0.00	£30.00	Council 2021 198	LGA 1972 S111
10	2122/04/10	13/07/2021	BACS	✓	YLCA			TRAINING OFF TO A FLYING START PART 2 CLLR 25	£30.00	£0.00	£30.00	Council 2021 198	LGA 1972 S111
11	2122/04/11	13/07/2021	BACS	✓	KIRKWELLS			NEIGHBOURHOOD PLAN CHANGES	£2,940.00	£588.00	£3,528.00	Council 2122 29	T&CPA 1990 S61
12	2122/04/12	13/07/2021	BACS	✓	DOCUMENT LOGIC			PHOTOCOPYING	£25.00	£5.00	£30.00	Council 2021 198	LGA 1972 S111
13	2122/04/13	13/07/2021	BACS	✓	RIALTAS			OMEGA ACCOUNTS ANNUAL LICENCE AND SUPPORT	£387.00	£77.40	£464.40	Council 2021 198	LGA 1972 S111
14	2122/04/14	13/07/2021	BACS	✓	THE ORIGAMI FOX			DESIGN DEVELOPMENT OF CLIMATE ACTION WEBSITE	£1,495.00	£0.00	£1,495.00	Council 2122 29	LGA 1972 S137
15	2122/04/15	13/07/2021	BACS	✓	BARNISLEY CHRONICLE			HOLME VALLEY REVIEW JUN 2021	£250.00	£50.00	£300.00	Council 2021 198	LGA 1972 S142
16	2122/04/16	13/07/2021	BACS	✓	RIALTAS			YEAR END ONLINE CLOSEDOWN	£560.00	£112.00	£672.00	Council 2021 198	LGA 1972 S111
17	2122/04/17	13/07/2021	BACS	✓	WYPF			PENSIONS	£703.57	£0.00	£703.57	Council 2021 198 200	LGA 1972 S112
18	2122/04/18	13/07/2021	BACS	✓	HMRC			PAYE TAX AND NI	£1,285.25	£0.00	£1,285.25	Council 2021 198 200	LGA 1972 S112
19	2122/04/19	15/07/2021	BACS	✓	STAFF 02			SALARY	£1,423.65	£0.00	£1,423.65	Council 2021 198 200	LGA 1972 S112
20	2122/04/20	15/07/2021	BACS	✓	STAFF 03			SALARY	£917.64	£0.00	£917.64	Council 2021 198 200	LGA 1972 S137
21	2122/04/21	22/07/2021	DD	✓	BUSINESS STREAM			WATER AND SEWERAGE CHARGES	£289.36	£0.00	£289.36	Council 2021 198, 199	PHA 1936 S87
22	2122/04/22	28/07/2021	DD	✓	PLUSNET			INTERNET	£15.71	£3.14	£18.85	Council 2021 198, 199	LGA 1972 S111
23	2122/04/23	29/07/2021	BACS	✓	HONLEY SHOW			GRANT: FOR PUBLICATION OF EVENT PROGRAMMES	£1,400.00	£0.00	£1,400.00	Council 2122 38	LGA 1972 S45
24	2122/04/24	29/07/2021	BACS	✓	HONLEY SHOW			TROPHY & PRIZE SPONSORSHIP OF HONLEY SHOW	£500.00	£0.00	£500.00	Council 2122 38	LGA 1972 S145
25	2122/04/25	29/07/2021	BACS	✓	PRINCIPAL HYGIENE			SERVICE SANITARY DISPOSAL UNIT HOLMFIRTH TOILETS	£208.00	£41.60	£249.60	Council 2021 198	PHA 1936 S87
26	2122/04/26	29/07/2021	BACS	✓	PRINCIPAL HYGIENE			SUPPLY AND SERVICE NAPPY UNIT	£52.00	£10.40	£62.40	Council 2021 198	PHA 1936 S87
27	2122/04/27	29/07/2021	BACS	✓	THE PHONE CO-OP			WEBSITE DOMAIN	£76.00	£15.20	£91.20	Council 2021 198	LGA 1972 S111
28	2122/04/28	29/07/2021	BACS	✓	THE ORIGAMI FOX			DEVELOPMENT OF CARBON CALCULATOR FOR CESC	£600.00	£0.00	£600.00	Council 2122 38	LGA 1972 S137
29	2122/04/29	29/07/2021	BACS	✓	YLCA			TRAINING COMMITTEES, SUB-COMMITTEES & C CLLR 4	£22.50	£0.00	£22.50	Council 2021 198	LGA 1972 S111
30	2122/04/30	29/07/2021	BACS	✓	MAINTENANCE CONTRACTOR			EXPENSES MAY - 1. BENCHES; 2. TOILETS; 3. PUBS & COMMS	£93.65	£18.72	£112.37	Council 2021 198	LGA 1972 S111
31	2122/04/31	29/07/2021	BACS	✓	MAINTENANCE CONTRACTOR			MAINTENANCE MAY - 1. BENCHES AND SHELTERS; 2. TOILETS	£1,854.60	£0.00	£1,854.60	Council 2021 198	PCA 1971 S1, S4
32	2122/04/32	29/07/2021	BACS	✓	NPOWER			ELECTRICITY HOLMFIRTH TOILETS - JUN	£115.09	£5.75	£120.84	Council 2021 198	PHA 1936 S87
33	2122/04/33	29/07/2021	BACS	✓	ROYAL BRITISH LEGION			REMEMBRANCE DAY WREATHS TYPE B - NORMAL	£136.00	£0.00	£136.00	Council 2021 198	LGA 1972 S137
34	2122/04/34	29/07/2021	BACS	✓	HADE EDGE BAND			ROOM HIRE 12TH JULY 2021	£52.50	£0.00	£52.50	Council 2122 38	LGA 1972 S111
35	2122/04/35	29/07/2021	BACS	✓	HADE EDGE BAND			ROOM HIRE 19TH JULY 2021	£45.00	£0.00	£45.00	Council 2122 38	LGA 1972 S111
36	2122/04/36	29/07/2021	BACS	✓	CLLR 18			REIMBURSEMENT: GIFT FOR CLERK	£40.00	£0.00	£40.00	Council 2122 29	LGA 1972 S111

£60,774.08 £966.53 £61,740.61



Holme Valley Parish Council Cash Book 2021-22

HSBC Community Current Account

Schedule of Payments MT August 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
								INTERNET AND PHONE	£22.55	£4.51	£27.06	Council 2021 198	LGA 1972 S137
								IPAD AND IPHONE CONTRACTS	£64.12	£12.82	£76.94	Council 2021 198	LGA 1972 S137
								PENSIONS	£359.45	£0.00	£359.45	Council 2021 198	LGA 1972 S112
								SALARY	£1,423.65	£0.00	£1,423.65	Council 2021 198	LGA 1972 S112
								SALARY	£917.64	£0.00	£917.64	Council 2021 198	LGA 1972 S137
								PAYE TAX AND NI	£441.47	£0.00	£441.47	Council 2021 198	LGA 1972 S112
								EXPENSES - TOILETS	£81.63	£8.83	£90.46	Council 2021 198	PHA 1936 S87
								MAINTENANCE MAY - 1. BENCHES AND SHELTERS; 2. TOILETS	£2,243.79	£0.00	£2,243.79	Council 2021 198	PCA 1971 S1, S4
									£5,554.30	£26.16	£5,580.46		



Holme Valley Parish Council Cash Book 2021-22

HSBC Community Current Account

Schedule of Payments MT September 2021

No	HVPC ref	Payment Sent Date	Payment method	Check v statement	To pay	Inv date	Inv number	Description	Net	Vat	Gross	Authorisation to Pay	Legislation
			BACS	<input type="checkbox"/>	JRB ENTERPRISES LTD			POO BAGS	£448.00	£89.60	£537.60	Council 2122 38	LGA 1972 S137
			BACS	<input type="checkbox"/>	CLLR 07			REIMBURSEMENT: GIFT FOR CLERK	£25.00	£0.00	£25.00	Council 2122 29	LGA 1972 S111
			BACS	<input type="checkbox"/>	HADE EDGE BAND			HIRE OF BAND ROOM 26/07/2021	£52.50	£0.00	£52.50	Council 2122 29	LGA 1972 S111
			BACS	<input type="checkbox"/>	KIRKLEES COUNCIL			PAYMENT FOR RUBBISH BINS	£202.50	£0.00	£202.50	Council 2122 29	LITTER 1983 555-6
			BACS	<input type="checkbox"/>	FAIR AND FUNKY			SMOOTHIE BIKE HIRE	£350.00	£0.00	£350.00	Council 2122 29	LGA 1972 S137
			BACS	<input type="checkbox"/>	NPOWER			ELECTRICITY HOLMFIRTH TOILETS - JULY	£118.43	£5.92	£124.35	Council 2021 198	LGA 1972 S14 P9
			BACS	<input type="checkbox"/>	DOCUMENT LOGIC			PHOTOCOPYING	£56.91	£11.39	£68.30	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	BARNSELY CHRONICLE			HOLME VALLEY REVIEW AUG 2021	£250.00	£50.00	£300.00	Council 2021 198	LGA 1972 S142
			BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE APR	£1,908.00	£0.00	£1,908.00	Council 2021 198	LG&RA 1997 S27
			BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE MAY	£1,971.00	£0.00	£1,971.00	Council 2021 198	LG&RA 1997 S27
			BACS	<input type="checkbox"/>	WEST YORKSHIRE COMBINED AUTHORITY			HV MINIBUS SERVICE JUN	£1,908.00	£0.00	£1,908.00	Council 2021 198	LG&RA 1997 S27
			BACS	<input type="checkbox"/>	STAFF 02			REIMBURSEMENT FOR ZOOM	£11.99	£2.40	£14.39	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	STAFF 02			REIMBURSEMENT FOR DROPBOX	£95.88	£0.00	£95.88	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	SLCC			ILCA COURSE FEE	£120.00	£24.00	£144.00	Council 2021 198	LGA 1972 S111
			BACS	<input type="checkbox"/>	O2			IPAD AND IPHONE CONTRACTS	£64.12	£12.82	£76.94	Council 2021 198	LGA 1972 S137
									£7,582.33	£196.13	£7,778.46		

**Bank Reconciliation Statement as at 31/05/2021
for Cashbook 1 - HSBC Current A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current A/C	31/05/2021		231,165.57
			<u>231,165.57</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			231,165.57
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			231,165.57
		Balance per Cash Book is :-	231,165.57
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/05/2021
for Cashbook 2 - Money Manager - HSBC**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC - Money Manager	31/05/2021		55,679.13
			<hr/> 55,679.13
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			55,679.13
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			55,679.13
		Balance per Cash Book is :-	55,679.13
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/05/2021
for Cashbook 3 - Notice Deposit-Handelsbanken**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Notice Deposit - Handelsbanken	31/05/2021		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/05/2021
for Cashbook 4 - Current Account-Handelsbanken**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken Current A/C	31/05/2021		84,908.96
			<hr/> 84,908.96
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			84,908.96
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			84,908.96
		Balance per Cash Book is :-	84,908.96
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/05/2021
for Cashbook 5 - CCLA Deposit Fund**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Deposit Fund	31/05/2021		75,000.00
			<hr/> 75,000.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			75,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			75,000.00
		Balance per Cash Book is :-	75,000.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/05/2021
for Cashbook 6 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/05/2021		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00


Time: 14:14

Bank Reconciliation up to 31/05/2021 for Cashbook No 1 - HSBC Current A/C

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
04/05/2021	2122/02/01	38.98		38.98		R <input type="checkbox"/>	Staff 02
04/05/2021	2122/02/02	14.39		14.39		R <input type="checkbox"/>	Staff 02
04/05/2021	2122/02/03	22.50		22.50		R <input type="checkbox"/>	YLCA
04/05/2021	2021/02/01		138,778.00	138,778.00		R <input type="checkbox"/>	Receipt(s) Banked
04/05/2021	2122/02/02		345.00	345.00		R <input type="checkbox"/>	Receipt(s) Banked
05/05/2021	2122/02/03		2.04	2.04		R <input type="checkbox"/>	Receipt(s) Banked
06/05/2021	2021/02/04	486.07		486.07		R <input type="checkbox"/>	Business Stream
11/05/2021	2122/02/05	31.44		31.44		R <input type="checkbox"/>	Document Logic
11/05/2021	2122/02/06	153.15		153.15		R <input type="checkbox"/>	npower
11/05/2021	2122/02/07	87.36		87.36		R <input type="checkbox"/>	npower
11/05/2021	2122/02/08	10,000.00		10,000.00		R <input type="checkbox"/>	HCHCT
12/05/2021	2122/02/10	76.94		76.94		R <input type="checkbox"/>	O2
15/05/2021	2122/02/09	606.72		606.72		R <input type="checkbox"/>	West Yorkshire Pension Fund
17/05/2021	2021/02/11	1,423.65		1,423.65		R <input type="checkbox"/>	Salaries Staff
17/05/2021	2122/02/12	1,441.40		1,441.40		R <input type="checkbox"/>	Salaries Staff
17/05/2021	2122/02/13	917.64		917.64		R <input type="checkbox"/>	Salaries Staff
17/05/2021	2122/02/14	1,046.68		1,046.68		R <input type="checkbox"/>	HMRC
27/05/2021	2122/02/15	252.53		252.53		R <input type="checkbox"/>	Maintenance Contractor
27/05/2021	2122/02/16	2,448.92		2,448.92		R <input type="checkbox"/>	Maintenance Contractor
28/05/2021	2122/02/17	12.76		12.76		R <input type="checkbox"/>	Plusnet
		<u>19,061.13</u>	<u>139,125.04</u>				

Time: 14:15

Bank Reconciliation up to 31/05/2021 for Cashbook No 4 - Current Account-Handelsbanken

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
17/05/2021	2122/02/18	25.00		25.00		R 	Handelsbanken
		<u>25.00</u>	<u>0.00</u>				

Receipts for Month 2**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		111,101.66					111,101.66	
2021/02/01	Banked: 04/05/2021	138,778.00						
2021/02/01	Kirklees Council	138,778.00			1076	100	137,163.00	Precept Part 1
					1078	100	1,615.00	Special Expenses Grant Part 1
2122/02/02	Banked: 04/05/2021	345.00						
2122/02/02	Monty's Loft	345.00			1250	100	345.00	PAYMENT FOR ELECTRICITY
2122/02/03	Banked: 05/05/2021	2.04						
2122/02/03	CCLA	2.04			1090	100	2.04	PSDA INTEREST
Total Receipts for Month		139,125.04	0.00	0.00			139,125.04	
Cashbook Totals		250,226.70	0.00	0.00			250,226.70	

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
04/05/2021	Staff 02	2122/02/01	38.98			4200	150	38.98	REIMBURSEMENT - FLOWERS CARD
04/05/2021	Staff 02	2122/02/02	14.39		2.40	4400	250	11.99	REIMBURSEMENT - ZOOM SUB
04/05/2021	YLCA	2122/02/03	22.50			4061	150	22.50	TRAINING PLANNING & APPEALS
06/05/2021	Business Stream	2021/02/04	486.07			4320	200	486.07	WATER AND SEWERAGE CHARGES
11/05/2021	Document Logic	2122/02/05	31.44		5.24	4205	150	26.20	PHOTOCOPYING
11/05/2021	npower	2122/02/06	153.15		7.29	4320	200	145.86	ELECTRICITY HOLMFIRTH TOILETS
11/05/2021	npower	2122/02/07	87.36		4.16	4320	200	83.20	ELECTRICITY HOLMFIRTH TOILETS
11/05/2021	HCHCT	2122/02/08	10,000.00			4250	150	10,000.00	ANNUAL RENT
12/05/2021	O2	2122/02/10	76.94		12.82	4805	450	64.12	IPAD AND IPHONE CONTRACTS
15/05/2021	West Yorkshire Pension Fund	2122/02/09	606.72			4000	110	606.72	PENSIONS
17/05/2021	Salaries Staff	2021/02/11	1,423.65			4000	110	1,423.65	SALARY STAFF 02
17/05/2021	Salaries Staff	2122/02/12	1,441.40			4000	110	1,441.40	SALARY STAFF 01
17/05/2021	Salaries Staff	2122/02/13	917.64			4000	450	917.64	SALARY STAFF 03
17/05/2021	HMRC	2122/02/14	1,046.68			4000	110	892.03	PAYE TAX AND NI - STAFF 1 & 2
						4000	450	154.65	PAYE TAX AND NI - STAFF 3
27/05/2021	Maintenance Contractor	2122/02/15	252.53		40.80	4735	400	29.50	EXPENSES MAR - PHONE BOXES
						4740	400	43.60	EXPENSES MAR - SEATS & SHELTER
						4320	200	138.63	EXPENSES MAR - TOILETS
27/05/2021	Maintenance Contractor	2122/02/16	2,448.92			4320	200	1,080.00	MAINTENANCE MAR - TOILETS
						4740	400	1,368.92	MAINTENANCE MAR - BENCH SHELTS
28/05/2021	Plusnet	2122/02/17	12.76		2.13	4275	150	10.63	INTERNET
Total Payments for Month			19,061.13	0.00	74.84			18,986.29	
Balance Carried Fwd			231,165.57						
Cashbook Totals			250,226.70	0.00	74.84			250,151.86	

Receipts for Month 2**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		55,679.13					55,679.13	
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>55,679.13</u>	<u>0.00</u>	<u>0.00</u>			<u>55,679.13</u>	

Payments for Month 2**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		55,679.13						
	Cashbook Totals		55,679.13	0.00	0.00			55,679.13	

Receipts for Month 2**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		0.00	0.00	0.00			0.00	

Receipts for Month 2**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		84,933.96					84,933.96	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>84,933.96</u>	<u>0.00</u>	<u>0.00</u>			<u>84,933.96</u>	

Payments for Month 2**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
17/05/2021	Handelsbanken	2122/02/18	25.00			4215	150	25.00	BANK CHARGES
Total Payments for Month			25.00	0.00	0.00			25.00	
Balance Carried Fwd			84,908.96						
Cashbook Totals			84,933.96	0.00	0.00			84,933.96	

Receipts for Month 2**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		75,000.00					75,000.00	
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>75,000.00</u>	

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		75,000.00						
	Cashbook Totals		<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>75,000.00</u>	

Receipts for Month 2**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

Payments for Month 2

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		0.00	0.00	0.00			0.00	

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
100	Debtors			4,613.23	
105	VAT Control A/c			260.22	
200	HSBC Current A/C			231,165.57	
205	Money Manager - HSBC			55,679.13	
215	Current Account-Handelsbanken			84,908.96	
220	CCLA Deposit Fund			75,000.00	
310	General Reserves				187,274.05
320	EMR Sub-Contractor Services				5,000.00
321	EMR Legal Advice Contingency				5,000.00
322	EMR CCTV				5,000.00
323	EMR Com Asset-Others in Valley				9,723.00
325	EMR Election Fund				19,789.00
326	EMR Defibrillator Special Resr				2,000.00
327	EMR Covid Response - HCHCT				10,000.00
328	EMR Covid Response - HVCMA				13,315.00
329	EMR Holmfirth Civic Hall (capi				30,000.00
330	EMR Office/Meeting Room				15,000.00
331	EMR Holmfirth Toilets				5,000.00
332	EMR Honley Library				30,000.00
333	EMR Holmfirth Tech				10,000.00
1076	Precept	100	Income		137,163.00
1078	Special Expenses Grant	100	Income		1,615.00
1090	Bank Interest	100	Income	20.00	
1095	Other income	100	Income	2.00	
1250	Garside Building	100	Income		2.75
1300	Garage plot income	100	Income		200.00
4000	Salaries	110	Staff Expenditure	8,033.32	
4000	Salaries	450	Climate Emergency	2,072.89	
4005	Employer's N.I	110	Staff Expenditure	304.03	
4005	Employer's N.I	450	Climate Emergency	36.98	
4010	Employer's Pension	110	Staff Expenditure	264.03	
4010	Employer's Pension	450	Climate Emergency	72.00	
4060	Staff Training	110	Staff Expenditure	45.00	
4061	Councillor Training	150	Administration	22.50	
4200	Chairman's Expenses	150	Administration	38.98	
4205	Council Office Supplies	150	Administration	340.47	
4210	Audit	150	Administration	373.31	
4215	Bank Charges	150	Administration	25.00	
4235	Insurance	150	Administration	6,378.86	
4250	Office/Room Hire	150	Administration	10,000.00	
4265	Subscriptions	150	Administration	2,338.00	
4275	Telephone and Broadband	150	Administration	34.13	

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4320	Public Toilet - Day to Day	200	CASC	1,933.76	
4400	Electronic Support	250	Finance & Management	299.99	
4610	Publications	350	Publications & Communication	250.00	
4735	Phone Boxes	400	Service Provision	29.50	
4740	Seats & Shelters-Maintenance	400	Service Provision	1,412.52	
4805	Community Mobilisation	450	Climate Emergency	127.42	
Trial Balance Totals :				486,081.80	486,081.80
Difference				0.00	

Detailed Income & Expenditure by Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income								
1076 Precept	137,163	137,163	274,326	137,163			50.0%	
1078 Special Expenses Grant	1,615	1,615	3,230	1,615			50.0%	
1090 Bank Interest	2	(20)	600	620			(3.3%)	
1092 Toilets Donations	0	0	2,000	2,000			0.0%	
1095 Other income	0	(2)	0	2			0.0%	
1200 Allotment Rents	0	0	240	240			0.0%	
1250 Garside Building	345	3	4,800	4,797			0.1%	
1260 Memorial Bench Donations	0	0	50	50			0.0%	
1300 Garage plot income	0	200	700	500			28.6%	
Income :- Income	139,125	138,959	285,946	146,987			48.6%	0
Net Income	139,125	138,959	285,946	146,987				
110 Staff Expenditure								
4000 Salaries	4,364	8,033	53,000	44,967		44,967	15.2%	
4005 Employer's N.I	0	304	0	(304)		(304)	0.0%	
4010 Employer's Pension	0	264	0	(264)		(264)	0.0%	
4060 Staff Training	0	45	900	855		855	5.0%	
Staff Expenditure :- Indirect Expenditure	4,364	8,646	53,900	45,254	0	45,254	16.0%	0
Net Expenditure	(4,364)	(8,646)	(53,900)	(45,254)				
150 Administration								
4061 Councillor Training	23	23	900	878		878	2.5%	
4200 Chairman's Expenses	39	39	1,000	961		961	3.9%	
4205 Council Office Supplies	26	340	1,500	1,160		1,160	22.7%	
4210 Audit	0	373	1,200	827		827	31.1%	
4215 Bank Charges	25	25	300	275		275	8.3%	
4220 Conference / Seminars	0	0	500	500		500	0.0%	
4225 Elections	0	0	5,000	5,000		5,000	0.0%	
4230 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4235 Insurance	0	6,379	2,250	(4,129)		(4,129)	283.5%	
4240 Travel Allowance	0	0	300	300		300	0.0%	
4245 Office Equipment	0	0	300	300		300	0.0%	
4250 Office/Room Hire	10,000	10,000	10,000	0		0	100.0%	
4260 FOIA/EIR requests	0	0	500	500		500	0.0%	
4265 Subscriptions	0	2,338	3,000	662		662	77.9%	
4270 Local Council Award Scheme	0	0	100	100		100	0.0%	
4275 Telephone and Broadband	11	34	500	466		466	6.8%	
4280 Civic Regalia	0	0	750	750		750	0.0%	
Administration :- Indirect Expenditure	10,123	19,551	29,100	9,549	0	9,549	67.2%	0
Net Expenditure	(10,123)	(19,551)	(29,100)	(9,549)				

Detailed Income & Expenditure by Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200 CASC</u>								
4300 Honley Library	0	0	15,000	15,000		15,000	0.0%	
4315 Other Community Assets	0	0	53,000	53,000		53,000	0.0%	
4320 Public Toilet - Day to Day	1,934	1,934	17,000	15,066		15,066	11.4%	
4325 Public Toilet - Lettable Space	0	0	1,000	1,000		1,000	0.0%	
CASC :- Indirect Expenditure	1,934	1,934	86,000	84,066	0	84,066	2.2%	0
Net Expenditure	(1,934)	(1,934)	(86,000)	(84,066)				
<u>250 Finance & Management</u>								
4400 Electronic Support	12	300	1,650	1,350		1,350	18.2%	
4405 Grants	0	0	20,000	20,000		20,000	0.0%	
Finance & Management :- Indirect Expenditure	12	300	21,650	21,350	0	21,350	1.4%	0
Net Expenditure	(12)	(300)	(21,650)	(21,350)				
<u>300 Planning</u>								
4505 Neighbourhood Plan	0	0	5,000	5,000		5,000	0.0%	
Planning :- Indirect Expenditure	0	0	5,000	5,000	0	5,000	0.0%	0
Net Expenditure	0	0	(5,000)	(5,000)				
<u>350 Publications & Communication</u>								
4600 Community Champion	0	0	250	250		250	0.0%	
4605 Community Engagement	0	0	100	100		100	0.0%	
4610 Publications	0	250	6,000	5,750		5,750	4.2%	
4615 Royal Events	0	0	1,000	1,000		1,000	0.0%	
4620 Tidy Trader Awards	0	0	100	100		100	0.0%	
4625 Website & Media	0	0	1,000	1,000		1,000	0.0%	
4630 Special Projects	0	0	1,000	1,000		1,000	0.0%	
Publications & Communication :- Indirect Expenditure	0	250	9,450	9,200	0	9,200	2.6%	0
Net Expenditure	0	(250)	(9,450)	(9,200)				
<u>400 Service Provision</u>								
4705 Christmas Provision	0	0	5,500	5,500		5,500	0.0%	
4710 New Mill - Churchyard	0	0	800	800		800	0.0%	
4720 Dog Waste	0	0	1,000	1,000		1,000	0.0%	
4725 Patient Transport Scheme	0	0	1,000	1,000		1,000	0.0%	
4730 Minibus	0	0	25,000	25,000		25,000	0.0%	

Detailed Income & Expenditure by Budget Heading 31/05/2021

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4735 Phone Boxes	30	30	400	371		371	7.4%	
4740 Seats & Shelters-Maintenance	1,413	1,413	13,000	11,587		11,587	10.9%	
4755 Youth Facilities	0	0	8,000	8,000		8,000	0.0%	
Service Provision :- Indirect Expenditure	1,442	1,442	54,700	53,258	0	53,258	2.6%	0
Net Expenditure	(1,442)	(1,442)	(54,700)	(53,258)				
<u>450 Climate Emergency</u>								
4000 Salaries	1,072	2,073	0	(2,073)		(2,073)	0.0%	
4005 Employer's N.I	0	37	0	(37)		(37)	0.0%	
4010 Employer's Pension	0	72	0	(72)		(72)	0.0%	
4805 Community Mobilisation	64	127	17,500	17,373		17,373	0.7%	
4810 Energy Strategy	0	0	14,000	14,000		14,000	0.0%	
4815 Transport Strategy	0	0	13,000	13,000		13,000	0.0%	
4820 Waste Strategy	0	0	500	500		500	0.0%	
4825 Environment Strategy	0	0	1,000	1,000		1,000	0.0%	
Climate Emergency :- Indirect Expenditure	1,136	2,309	46,000	43,691	0	43,691	5.0%	0
Net Expenditure	(1,136)	(2,309)	(46,000)	(43,691)				
Grand Totals:- Income	139,125	138,959	285,946	146,987			48.6%	
Expenditure	19,011	34,433	305,800	271,367	0	271,367	11.3%	
Net Income over Expenditure	120,114	104,526	(19,854)	(124,380)				
Movement to/(from) Gen Reserve	120,114	104,526						

Detailed Balance Sheet - Excluding Stock Movement

Month 2 Date 31/05/2021

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	4,613
105	VAT Control A/c	260
200	HSBC Current A/C	231,166
205	Money Manager - HSBC	55,679
215	Current Account-Handelsbanken	84,909
220	CCLA Deposit Fund	75,000
Total Current Assets		451,627
<u>Represented by :-</u>		
300	Current Year Fund	104,526
310	General Reserves	187,274
320	EMR Sub-Contractor Services	5,000
321	EMR Legal Advice Contingency	5,000
322	EMR CCTV	5,000
323	EMR Com Asset-Others in Valley	9,723
325	EMR Election Fund	19,789
326	EMR Defibrillator Special Resr	2,000
327	EMR Covid Response - HCHCT	10,000
328	EMR Covid Response - HVCMA	13,315
329	EMR Holmfirth Civic Hall (capi	30,000
330	EMR Office/Meeting Room	15,000
331	EMR Holmfirth Toilets	5,000
332	EMR Honley Library	30,000
333	EMR Holmfirth Tech	10,000
Total Equity		451,627

Previewed Draft - Do Not Submit to HMRC

Date: 17/06/2021

Holme Valley Parish Council

Page 1

Time: 14:20

VAT Return: 01/04/2021 - 30/06/2021

User: RFO

<u>Source</u>	<u>Ledger</u>	<u>Ref No</u>	<u>Month</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
Cashbook	1		1		2,149.62	2,149.62	0.00
Cashbook	1		2		139,125.04	139,125.04	0.00
		OUTPUT		Total Rate: Z	141,274.66	141,274.66	0.00
Cashbook	1		2		240.51	229.06	11.45
		INPUT		Total Rate: F	240.51	229.06	11.45
Cashbook	1		1		1,112.08	926.70	185.38
Cashbook	1		2		380.08	316.69	63.39
		INPUT		Total Rate: S	1,492.16	1,243.39	248.77
Cashbook	1		1		11,665.90	11,665.90	0.00
Cashbook	4		1		25.00	25.00	0.00
Cashbook	1		2		18,440.54	18,440.54	0.00
Cashbook	4		2		25.00	25.00	0.00
		INPUT		Total Rate: Z	30,156.44	30,156.44	0.00

VAT Return Summary:	Total Outputs	141,274.66	141,274.66	0.00
	Total Inputs	31,889.11	31,628.89	260.22

VAT due in the period on sales and other outputs	Box 1	0.00
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States	2	0.00
Total VAT due	3	0.00
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)	4	260.22
Net VAT to reclaim from HMRC	5	260.22
Total value of sales and all other outputs excluding any VAT	6	141,274.00
Total value of purchases and all other inputs excluding any VAT	7	31,628.00
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States	8	0.00
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States	9	0.00
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States		0.00

Holme Valley Parish Council

Bank - Cash and Investment Reconciliation as at 31 May 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

31/05/2021	HSBC Current A/C	231,165.57
31/05/2021	HSBC - Money Manager	55,679.13
31/05/2021	Notice Deposit - Handelsbanken	0.00
31/05/2021	Handelsbanken Current A/C	84,908.96
31/05/2021	CCLA Deposit Fund	75,000.00
31/05/2021	Petty Cash	0.00

446,753.66

All Cash & Bank Accounts

1	HSBC Current A/C	231,165.57
2	Money Manager - HSBC	55,679.13
3	Notice Deposit-Handelsbanken	0.00
4	Current Account-Handelsbanken	84,908.96
5	CCLA Deposit Fund	75,000.00
6	Petty Cash	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	446,753.66

Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Sub-Contractor Services	5,000.00		5,000.00
321 EMR Legal Advice Contingency	5,000.00		5,000.00
322 EMR CCTV	5,000.00		5,000.00
323 EMR Com Asset-Others in Valley	9,723.00		9,723.00
324 EMR Neighbourhood Planning	0.00		0.00
325 EMR Election Fund	19,789.00		19,789.00
326 EMR Defibrillator Special Resr	2,000.00		2,000.00
327 EMR Covid Response - HCHCT	10,000.00		10,000.00
328 EMR Covid Response - HVCMA	13,315.00		13,315.00
329 EMR Holmfirth Civic Hall (capi	30,000.00		30,000.00
330 EMR Office/Meeting Room	15,000.00		15,000.00
331 EMR Holmfirth Toilets	5,000.00		5,000.00
332 EMR Honley Library	30,000.00		30,000.00
333 EMR Holmfirth Tech	10,000.00		10,000.00
	<u>159,827.00</u>	<u>0.00</u>	<u>159,827.00</u>

List of Payments made between 01/05/2021 and 31/05/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/05/2021	Staff 02	2122/02/01	38.98	COUNCIL 2021 198	REIMBURSEMENT - FLOWERS CARD
04/05/2021	Staff 02	2122/02/02	14.39	COUNCIL 2021 198	REIMBURSEMENT - ZOOM SUB
04/05/2021	YLCA	2122/02/03	22.50	COUNCIL 2021 198	TRAINING PLANNING & APPEALS
06/05/2021	Business Stream	2021/02/04	486.07	COUNCIL 2021 198/9	WATER AND SEWERAGE CHARGES
11/05/2021	Document Logic	2122/02/05	31.44	COUNCIL 2021 198	PHOTOCOPYING
11/05/2021	npower	2122/02/06	153.15	COUNCIL 2021 198	ELECTRICITY HOLMFIRTH TOILETS
11/05/2021	npower	2122/02/07	87.36	COUNCIL 2021 198	ELECTRICITY HOLMFIRTH TOILETS
11/05/2021	HCHCT	2122/02/08	10,000.00	COUNCIL 2021 198	ANNUAL RENT
12/05/2021	O2	2122/02/10	76.94	2021 198/9	IPAD AND IPHONE CONTRACTS
15/05/2021	West Yorkshire Pension Fund	2122/02/09	606.72	COUNCIL 2021 200	PENSIONS
17/05/2021	Salaries Staff	2021/02/11	1,423.65	COUNCIL 2021 200	SALARY STAFF 02
17/05/2021	Salaries Staff	2122/02/12	1,441.40	COUNCIL 2021 200	SALARY STAFF 01
17/05/2021	Salaries Staff	2122/02/13	917.64	COUNCIL 2021 200	SALARY STAFF 03
17/05/2021	HMRC	2122/02/14	1,046.68	COUNCIL 2021 200	PAYE TAX AND NI
27/05/2021	Maintenance Contractor	2122/02/15	252.53	COUNCIL 2021 198	EXPENSES MAR
27/05/2021	Maintenance Contractor	2122/02/16	2,448.92	COUNCIL 2021 198	MAINTENANCE MAR
28/05/2021	Plusnet	2122/02/17	12.76	COUNCIL 2021 199	INTERNET
Total Payments			19,061.13		

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 1 - HSBC Current A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current A/C	30/06/2021		195,137.40
			<u>195,137.40</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			195,137.40
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			195,137.40
		Balance per Cash Book is :-	195,137.40
		Difference is :-	0.00

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 2 - Money Manager - HSBC**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC - Money Manager	30/06/2021		55,679.13
			<hr/> 55,679.13
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			55,679.13
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			55,679.13
		Balance per Cash Book is :-	55,679.13
		Difference is :-	0.00

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 3 - Notice Deposit-Handelsbanken**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Notice Deposit - Handelsbanken	30/06/2021		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 4 - Current Account-Handelsbanken**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken Current A/C	30/06/2021		84,883.96
			<hr/> 84,883.96
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			84,883.96
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			84,883.96
		Balance per Cash Book is :-	84,883.96
		Difference is :-	0.00

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 5 - CCLA Deposit Fund**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Deposit Fund	30/06/2021		75,000.00
			<hr/> 75,000.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			75,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			75,000.00
		Balance per Cash Book is :-	75,000.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 30/06/2021
for Cashbook 6 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	30/06/2021		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00


Time: 13:22

Bank Reconciliation up to 30/06/2021 for Cashbook No 1 - HSBC Current A/C

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
01/06/2021	2122/03/01		944.48	944.48		R <input type="checkbox"/>	Receipt(s) Banked
02/06/2021	2122/03/02		1.61	1.61		R <input type="checkbox"/>	Receipt(s) Banked
03/06/2021	2122/03/03		326.50	326.50		R <input type="checkbox"/>	Receipt(s) Banked
04/06/2021	2122/03/04		4,613.23	4,613.23		R <input type="checkbox"/>	Receipt(s) Banked
05/06/2021	2122/03/05		1.40	1.40		R <input type="checkbox"/>	Receipt(s) Banked
10/06/2021	2122/03/01	76.94		76.94		R <input type="checkbox"/>	O2
10/06/2021	2122/03/02	450.00		450.00		R <input type="checkbox"/>	Internal Audit Yorkshire
10/06/2021	2122/03/03	30.00		30.00		R <input type="checkbox"/>	HCHCT
10/06/2021	2122/03/04	300.00		300.00		R <input type="checkbox"/>	Barnsley Chronicle
15/06/2021	2122/03/05	606.72		606.72		R <input type="checkbox"/>	West Yorkshire Pension Fund
15/06/2021	2122/03/06	1,423.65		1,423.65		R <input type="checkbox"/>	Salaries Staff
15/06/2021	2122/03/07	1,441.40		1,441.40		R <input type="checkbox"/>	Salaries Staff
15/06/2021	2122/03/08	917.64		917.64		R <input type="checkbox"/>	Salaries Staff
15/06/2021	2122/03/09	952.68		952.68		R <input type="checkbox"/>	Salaries Staff
17/06/2021	2122/03/10	2,000.00		2,000.00		R <input type="checkbox"/>	Cartworth Cricket Club
17/06/2021	2122/03/11	3,000.00		3,000.00		R <input type="checkbox"/>	Hade Edge Band Room
17/06/2021	2122/03/12	5,000.00		5,000.00		R <input type="checkbox"/>	Friends of Nethethong School
17/06/2021	2122/03/13	500.00		500.00		R <input type="checkbox"/>	Huddersfield Wood Turners
17/06/2021	2122/03/14	500.00		500.00		R <input type="checkbox"/>	Friends of Honley
17/06/2021	2122/03/15	5,000.00		5,000.00		R <input type="checkbox"/>	Honley Business Association
17/06/2021	2122/03/16	198.60		198.60		R <input type="checkbox"/>	JRB Enterprises Ltd
17/06/2021	2122/03/17	2,420.00		2,420.00		R <input type="checkbox"/>	Brockholes Village Hall
17/06/2021	2122/03/18	43.20		43.20		R <input type="checkbox"/>	Vision ICT
17/06/2021	2122/03/19	30.00		30.00		R <input type="checkbox"/>	Document Logic
17/06/2021	2122/03/20	373.31		373.31		R <input type="checkbox"/>	Internal Audit Yorkshire
17/06/2021	2122/03/21	197.33		197.33		R <input type="checkbox"/>	Viking
17/06/2021	2122/03/22	15.00		15.00		R <input type="checkbox"/>	YLCA
17/06/2021	2122/03/23	140.16		140.16		R <input type="checkbox"/>	npower
17/06/2021	2122/03/24	8.49		8.49		R <input type="checkbox"/>	Staff 02
17/06/2021	2122/03/25	14.39		14.39		R <input type="checkbox"/>	Staff 02
17/06/2021	2122/03/26	4,570.00		4,570.00		R <input type="checkbox"/>	Honley Village Community Trust
17/06/2021	2122/03/27	4,930.60		4,930.60		R <input type="checkbox"/>	River Holme Connections
18/06/2021	2122/03/28	3,550.00		3,550.00		R <input type="checkbox"/>	Upperthong Village Hall Trust
22/06/2021	2122/03/29	42.00		42.00		R <input type="checkbox"/>	Shredco UK
22/06/2021	2122/03/30	49.99		49.99		R <input type="checkbox"/>	Staff 01
22/06/2021	2122/03/31	53.12		53.12		R <input type="checkbox"/>	Staff 03
22/06/2021	2122/03/32	30.00		30.00		R <input type="checkbox"/>	YLCA
22/06/2021	2122/03/33	22.50		22.50		R <input type="checkbox"/>	YLCA
22/06/2021	2122/03/34	22.50		22.50		R <input type="checkbox"/>	YLCA
22/06/2021	2122/03/35	156.46		156.46		R <input type="checkbox"/>	Maintenance Contractor
22/06/2021	2122/03/36	2,357.77		2,357.77		R <input type="checkbox"/>	Maintenance Contractor
28/06/2021	2122/03/37	19.02		19.02		R <input type="checkbox"/>	Plusnet
30/06/2021	2122/03/38	471.92		471.92		R <input type="checkbox"/>	Staff 01
		<u>41,915.39</u>	<u>5,887.22</u>				

Time: 13:22

Bank Reconciliation up to 30/06/2021 for Cashbook No 4 - Current Account-Handelsbanken

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
14/06/2021	2122/03/29	25.00		25.00		R 	Handelsbanken
		<u>25.00</u>	<u>0.00</u>				

Receipts for Month 3

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		231,165.57					231,165.57	
2122/03/01	Banked: 01/06/2021	944.48						
Garages1	Bostock	100.00			1300	100	100.00	Garage Rental
Garages2	Jones	100.00			1300	100	100.00	Garage Rental
Garages3	Beardsell	200.00			1300	100	200.00	Garage Rental
Garages4	Kemp	100.00			1300	100	100.00	Garage Rental
Allotment1	Swindell	40.00			1200	100	40.00	Allotment Rental
Allotment2	Serjeant	20.00			1200	100	20.00	Allotment Rental
Allotment3	Bell	20.00			1200	100	20.00	Allotment Rental
Allotment4	Newiss	40.00			1200	100	40.00	Allotment Rental
Allotment5	Johnson	40.00			1200	100	40.00	Allotment Rental
Allotment6	Milner	20.00			1200	100	20.00	Allotment Rental
Allotment7	Turnbull	20.00			1200	100	20.00	Allotment Rental
Allotment8	Little	20.00			1200	100	20.00	Allotment Rental
Refund 0%	Viking	65.30			4205	150	65.30	Refund overpayment
Refund 20%	Viking	157.18		26.20	4205	150	130.98	Refund2
Wayleave	Northern Power	2.00			1095	100	2.00	Annual Wayleave Rent
2122/03/02	Banked: 02/06/2021	1.61						
2122/03/02	CCLA	1.61			1090	100	1.61	PDSA Interest
2122/03/03	Banked: 03/06/2021	326.50						
2122/03/03	Monty's Loft	326.50			1250	100	326.50	Rent APR MAY 50%
2122/03/04	Banked: 04/06/2021	4,613.23						
2122/03/04	Holmfirth Civic Hall CT	4,613.23			110		4,613.23	Repaym of insurance
2122/03/05	Banked: 05/06/2021	1.40						
2122/03/05	HSBC	1.40			1090	100	1.40	GROSS INTEREST ACC41061348
Total Receipts for Month		5,887.22	0.00	26.20			5,861.02	
Cashbook Totals		237,052.79	0.00	26.20			237,026.59	

Payments for Month 3

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
10/06/2021	O2	2122/03/01	76.94		12.82	4805	450	64.12	iPad and iPhone Contracts
10/06/2021	Internal Audit Yorkshire	2122/03/02	450.00			4255	150	450.00	Review of Staff Workloads
10/06/2021	HCHCT	2122/03/03	30.00			4265	150	30.00	Joint Mmbrship Community Trust
10/06/2021	Barnsley Chronicle	2122/03/04	300.00		50.00	4610	350	250.00	Holme Valley Review - May 2021
15/06/2021	West Yorkshire Pension Fund	2122/03/05	606.72			4000	110	476.72	Pensions - Staff 01 and 02
						4000	450	130.00	Pensions - Staff 03
15/06/2021	Salaries Staff	2122/03/06	1,423.65			4000	110	1,423.65	Salary Staff 02 JUN 2021
15/06/2021	Salaries Staff	2122/03/07	1,441.40			4000	110	1,441.40	Salary Staff 01 - JUN 2021
15/06/2021	Salaries Staff	2122/03/08	917.64			4000	450	917.64	Salary Staff 03 - JUN 2021
15/06/2021	Salaries Staff	2122/03/09	952.68			4000	110	892.03	PAYE Tax and NI - Staff 01 02
						4000	450	60.65	PAYE Tax and NI - Staff 03
17/06/2021	Cartworth Cricket Club	2122/03/10	2,000.00			4315	200	2,000.00	Grant: Doors, Windows etc
17/06/2021	Hade Edge Band Room	2122/03/11	3,000.00			4315	200	3,000.00	Grant: new piano
17/06/2021	Friends of Nethethong School	2122/03/12	5,000.00			4315	200	5,000.00	Grant: outdoor running track
17/06/2021	Huddersfield Wood Turners	2122/03/13	500.00			4315	200	500.00	Grant: event for SEND children
17/06/2021	Friends of Honley	2122/03/14	500.00			4315	200	500.00	Grant: Honley Open Gardens
17/06/2021	Honley Business Association	2122/03/15	5,000.00			4315	200	5,000.00	Grant: outdoor play equipment
17/06/2021	JRB Enterprises Ltd	2122/03/16	198.60		33.10	4720	400	165.50	Poo Bag Dispensers x 2
17/06/2021	Brockholes Village Hall	2122/03/17	2,420.00			4315	200	2,420.00	Grant: new lighting and heater
17/06/2021	Vision ICT	2122/03/18	43.20		7.20	4400	250	36.00	Hosted email accounts
17/06/2021	Document Logic	2122/03/19	30.00		5.00	4205	150	25.00	Photocopying
17/06/2021	Internal Audit Yorkshire	2122/03/20	373.31			4210	150	373.31	Year End Internal Audit
17/06/2021	Viking	2122/03/21	197.33		14.94	4205	150	182.39	Stamps, Stationery etc
17/06/2021	YLCA	2122/03/22	15.00			4061	150	15.00	Training Intro to Planning
17/06/2021	npower	2122/03/23	140.16		6.67	4320	200	133.49	Electricity Holmfirth Toilets
17/06/2021	Staff 02	2122/03/24	8.49		1.42	4245	150	7.07	Reimbursement USB cable
17/06/2021	Staff 02	2122/03/25	14.39		2.40	4400	250	11.99	Reimbursement Zoom
17/06/2021	Honley Village Community Trust	2122/03/26	4,570.00			4315	200	4,570.00	Grant: new roof village hall
17/06/2021	River Holme Connections	2122/03/27	4,930.60			4315	200	4,930.60	Grant: riverside walk repair
18/06/2021	Upperthong Village Hall Trust	2122/03/28	3,550.00			4315	200	3,550.00	Grant: damp proof, roof repair
22/06/2021	Shredco UK	2122/03/29	42.00		7.00	4205	150	35.00	Shredding of confidential docs
22/06/2021	Staff 01	2122/03/30	49.99		8.33	4400	250	41.66	Reimbursement Bullguard
22/06/2021	Staff 03	2122/03/31	53.12			4805	450	53.12	Reimbursement GoDaddy
22/06/2021	YLCA	2122/03/32	30.00			4061	150	30.00	Webinar Training Finance
22/06/2021	YLCA	2122/03/33	22.50			4061	150	22.50	Webinar Training Accounts
22/06/2021	YLCA	2122/03/34	22.50			4061	150	22.50	Webinar Training Committees &c
22/06/2021	Maintenance Contractor	2122/03/35	156.46		17.10	4740	400	139.36	Expenses - seats and shelters
22/06/2021	Maintenance Contractor	2122/03/36	2,357.77			4740	400	908.15	Maintenance - seats & shelters

Payments for Month 3**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
						4320	200	1,117.75	Maintenance - toilets
						4710	400	331.87	Maintenance - closed graveyard
28/06/2021	Plusnet	2122/03/37	19.02		3.17	4275	150	15.85	Internet
30/06/2021	Staff 01	2122/03/38	471.92			4000	110	471.92	Accrued Annual Leave
Total Payments for Month			41,915.39	0.00	169.15			41,746.24	
Balance Carried Fwd			195,137.40						
Cashbook Totals			237,052.79	0.00	169.15			236,883.64	

Receipts for Month 3**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	55,679.13					55,679.13	
	Banked:	0.00						
			0.00				0.00	
	Total Receipts for Month	0.00	0.00	0.00			0.00	
	Cashbook Totals	<u>55,679.13</u>	<u>0.00</u>	<u>0.00</u>			<u>55,679.13</u>	

Payments for Month 3**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		55,679.13						
	Cashbook Totals		55,679.13	0.00	0.00			55,679.13	

Receipts for Month 3**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

Payments for Month 3

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		0.00	0.00	0.00			0.00	

Receipts for Month 3**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		84,908.96					84,908.96	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>84,908.96</u>	<u>0.00</u>	<u>0.00</u>			<u>84,908.96</u>	

Payments for Month 3**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
14/06/2021	Handelsbanken	2122/03/29	25.00			4215	150	25.00	Bank Charges
Total Payments for Month			25.00	0.00	0.00			25.00	
Balance Carried Fwd			84,883.96						
Cashbook Totals			84,908.96	0.00	0.00			84,908.96	

Receipts for Month 3**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		75,000.00					75,000.00	
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>75,000.00</u>	

Payments for Month 3

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		75,000.00						
	Cashbook Totals		75,000.00	0.00	0.00			75,000.00	

Receipts for Month 3**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
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Banked:

0.00

0.00

0.00

Total Receipts for Month

0.00

0.00

0.00

0.00

Cashbook Totals0.000.000.000.00

Payments for Month 3

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		0.00	0.00	0.00			0.00	

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
100	Debtors			4,613.23	
105	VAT Control A/c			403.17	
110	Prepayments				4,613.23
200	HSBC Current A/C			195,137.40	
205	Money Manager - HSBC			55,679.13	
215	Current Account-Handelsbanken			84,883.96	
220	CCLA Deposit Fund			75,000.00	
310	General Reserves				187,274.05
320	EMR Sub-Contractor Services				5,000.00
321	EMR Legal Advice Contingency				5,000.00
322	EMR CCTV				5,000.00
323	EMR Com Asset-Others in Valley				9,723.00
325	EMR Election Fund				19,789.00
326	EMR Defibrillator Special Resr				2,000.00
327	EMR Covid Response - HCHCT				10,000.00
328	EMR Covid Response - HVCMA				13,315.00
329	EMR Holmfirth Civic Hall (capi				30,000.00
330	EMR Office/Meeting Room				15,000.00
331	EMR Holmfirth Toilets				5,000.00
332	EMR Honley Library				30,000.00
333	EMR Holmfirth Tech				10,000.00
1076	Precept	100	Income		137,163.00
1078	Special Expenses Grant	100	Income		1,615.00
1090	Bank Interest	100	Income	16.99	
1200	Allotment Rents	100	Income		220.00
1250	Garside Building	100	Income		329.25
1300	Garage plot income	100	Income		700.00
4000	Salaries	110	Staff Expenditure	12,739.04	
4000	Salaries	450	Climate Emergency	3,181.18	
4005	Employer's N.I	110	Staff Expenditure	304.03	
4005	Employer's N.I	450	Climate Emergency	36.98	
4010	Employer's Pension	110	Staff Expenditure	264.03	
4010	Employer's Pension	450	Climate Emergency	72.00	
4060	Staff Training	110	Staff Expenditure	45.00	
4061	Councillor Training	150	Administration	112.50	
4200	Chairman's Expenses	150	Administration	38.98	
4205	Council Office Supplies	150	Administration	386.58	
4210	Audit	150	Administration	746.62	
4215	Bank Charges	150	Administration	50.00	
4235	Insurance	150	Administration	6,378.86	
4245	Office Equipment	150	Administration	7.07	
4250	Office/Room Hire	150	Administration	10,000.00	

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4255	Legal Advice Contingency	150	Administration	450.00	
4265	Subscriptions	150	Administration	2,368.00	
4275	Telephone and Broadband	150	Administration	49.98	
4315	Other Community Assets	200	CASC	31,470.60	
4320	Public Toilet - Day to Day	200	CASC	3,185.00	
4400	Electronic Support	250	Finance & Management	389.64	
4610	Publications	350	Publications & Communication	500.00	
4710	New Mill - Churchyard	400	Service Provision	331.87	
4720	Dog Waste	400	Service Provision	165.50	
4735	Phone Boxes	400	Service Provision	29.50	
4740	Seats & Shelters-Maintenance	400	Service Provision	2,460.03	
4805	Community Mobilisation	450	Climate Emergency	244.66	
Trial Balance Totals :				491,741.53	491,741.53
Difference				0.00	

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income								
1076 Precept	0	137,163	274,326	137,163			50.0%	
1078 Special Expenses Grant	0	1,615	3,230	1,615			50.0%	
1090 Bank Interest	3	(17)	600	617			(2.8%)	
1092 Toilets Donations	0	0	2,000	2,000			0.0%	
1095 Other income	2	0	0	0			0.0%	
1200 Allotment Rents	220	220	240	20			91.7%	
1250 Garside Building	327	329	4,800	4,471			6.9%	
1260 Memorial Bench Donations	0	0	50	50			0.0%	
1300 Garage plot income	500	700	700	0			100.0%	
Income :- Income	1,052	140,010	285,946	145,936			49.0%	0
Net Income	1,052	140,010	285,946	145,936				
110 Staff Expenditure								
4000 Salaries	4,706	12,739	53,000	40,261		40,261	24.0%	
4005 Employer's N.I	0	304	0	(304)		(304)	0.0%	
4010 Employer's Pension	0	264	0	(264)		(264)	0.0%	
4060 Staff Training	0	45	900	855		855	5.0%	
Staff Expenditure :- Indirect Expenditure	4,706	13,352	53,900	40,548	0	40,548	24.8%	0
Net Expenditure	(4,706)	(13,352)	(53,900)	(40,548)				
150 Administration								
4061 Councillor Training	90	113	900	788		788	12.5%	
4200 Chairman's Expenses	0	39	1,000	961		961	3.9%	
4205 Council Office Supplies	46	387	1,500	1,113		1,113	25.8%	
4210 Audit	373	747	1,200	453		453	62.2%	
4215 Bank Charges	25	50	300	250		250	16.7%	
4220 Conference / Seminars	0	0	500	500		500	0.0%	
4225 Elections	0	0	5,000	5,000		5,000	0.0%	
4230 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4235 Insurance	0	6,379	2,250	(4,129)		(4,129)	283.5%	
4240 Travel Allowance	0	0	300	300		300	0.0%	
4245 Office Equipment	7	7	300	293		293	2.4%	
4250 Office/Room Hire	0	10,000	10,000	0		0	100.0%	
4255 Legal Advice Contingency	450	450	0	(450)		(450)	0.0%	
4260 FOIA/EIR requests	0	0	500	500		500	0.0%	
4265 Subscriptions	30	2,368	3,000	632		632	78.9%	
4270 Local Council Award Scheme	0	0	100	100		100	0.0%	
4275 Telephone and Broadband	16	50	500	450		450	10.0%	

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4280 Civic Regalia	0	0	750	750		750	0.0%	
Administration :- Indirect Expenditure	1,037	20,589	29,100	8,511	0	8,511	70.8%	0
Net Expenditure	(1,037)	(20,589)	(29,100)	(8,511)				
200 CASC								
4300 Honley Library	0	0	15,000	15,000		15,000	0.0%	
4315 Other Community Assets	31,471	31,471	53,000	21,529		21,529	59.4%	
4320 Public Toilet - Day to Day	1,251	3,185	17,000	13,815		13,815	18.7%	
4325 Public Toilet - Lettable Space	0	0	1,000	1,000		1,000	0.0%	
CASC :- Indirect Expenditure	32,722	34,656	86,000	51,344	0	51,344	40.3%	0
Net Expenditure	(32,722)	(34,656)	(86,000)	(51,344)				
250 Finance & Management								
4400 Electronic Support	90	390	1,650	1,260		1,260	23.6%	
4405 Grants	0	0	20,000	20,000		20,000	0.0%	
Finance & Management :- Indirect Expenditure	90	390	21,650	21,260	0	21,260	1.8%	0
Net Expenditure	(90)	(390)	(21,650)	(21,260)				
300 Planning								
4505 Neighbourhood Plan	0	0	5,000	5,000		5,000	0.0%	
Planning :- Indirect Expenditure	0	0	5,000	5,000	0	5,000	0.0%	0
Net Expenditure	0	0	(5,000)	(5,000)				
350 Publications & Communication								
4600 Community Champion	0	0	250	250		250	0.0%	
4605 Community Engagement	0	0	100	100		100	0.0%	
4610 Publications	250	500	6,000	5,500		5,500	8.3%	
4615 Royal Events	0	0	1,000	1,000		1,000	0.0%	
4620 Tidy Trader Awards	0	0	100	100		100	0.0%	
4625 Website & Media	0	0	1,000	1,000		1,000	0.0%	
4630 Special Projects	0	0	1,000	1,000		1,000	0.0%	
Publications & Communication :- Indirect Expenditure	250	500	9,450	8,950	0	8,950	5.3%	0
Net Expenditure	(250)	(500)	(9,450)	(8,950)				

Detailed Income & Expenditure by Budget Heading 30/06/2021

Month No: 3

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400 Service Provision								
4705 Christmas Provision	0	0	5,500	5,500		5,500	0.0%	
4710 New Mill - Churchyard	332	332	800	468		468	41.5%	
4720 Dog Waste	166	166	1,000	835		835	16.6%	
4725 Patient Transport Scheme	0	0	1,000	1,000		1,000	0.0%	
4730 Minibus	0	0	25,000	25,000		25,000	0.0%	
4735 Phone Boxes	0	30	400	371		371	7.4%	
4740 Seats & Shelters-Maintenance	1,048	2,460	13,000	10,540		10,540	18.9%	
4755 Youth Facilities	0	0	8,000	8,000		8,000	0.0%	
Service Provision :- Indirect Expenditure	1,545	2,987	54,700	51,713	0	51,713	5.5%	0
Net Expenditure	(1,545)	(2,987)	(54,700)	(51,713)				
450 Climate Emergency								
4000 Salaries	1,108	3,181	0	(3,181)		(3,181)	0.0%	
4005 Employer's N.I	0	37	0	(37)		(37)	0.0%	
4010 Employer's Pension	0	72	0	(72)		(72)	0.0%	
4805 Community Mobilisation	117	245	17,500	17,255		17,255	1.4%	
4810 Energy Strategy	0	0	14,000	14,000		14,000	0.0%	
4815 Transport Strategy	0	0	13,000	13,000		13,000	0.0%	
4820 Waste Strategy	0	0	500	500		500	0.0%	
4825 Environment Strategy	0	0	1,000	1,000		1,000	0.0%	
Climate Emergency :- Indirect Expenditure	1,226	3,535	46,000	42,465	0	42,465	7.7%	0
Net Expenditure	(1,226)	(3,535)	(46,000)	(42,465)				
Grand Totals:- Income	1,052	140,010	285,946	145,936			49.0%	
Expenditure	41,575	76,008	305,800	229,792	0	229,792	24.9%	
Net Income over Expenditure	(40,523)	64,003	(19,854)	(83,857)				
Movement to/(from) Gen Reserve	(40,523)	64,003						

Date: 27/07/2021

Holme Valley Parish Council

Page 1

Time: 13:39

VAT Return for Month 1 to 3 (01/04/2021 - 30/06/2021)

User: RFO

<u>Source</u>	<u>Ledger</u>	<u>Ref No</u>	<u>Month</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>	
Cashbook	1		3		157.18	130.98	26.20	
		OUTPUT	Total Rate:	S	157.18	130.98	26.20	
Cashbook	1		1		2,149.62	2,149.62	0.00	
Cashbook	1		2		139,125.04	139,125.04	0.00	
Cashbook	1		3		5,730.04	5,730.04	0.00	
		OUTPUT	Total Rate:	Z	147,004.70	147,004.70	0.00	
Cashbook	1		2		240.51	229.06	11.45	
Cashbook	1		3		140.16	133.49	6.67	
		INPUT	Total Rate:	F	380.67	362.55	18.12	
Cashbook	1		1		1,112.08	926.70	185.38	
Cashbook	1		2		380.08	316.69	63.39	
Cashbook	1		3		974.72	812.24	162.48	
		INPUT	Total Rate:	S	2,466.88	2,055.63	411.25	
Cashbook	1		1		11,665.90	11,665.90	0.00	
Cashbook	4		1		25.00	25.00	0.00	
Cashbook	1		2		18,440.54	18,440.54	0.00	
Cashbook	4		2		25.00	25.00	0.00	
Cashbook	1		3		40,800.51	40,800.51	0.00	
Cashbook	4		3		25.00	25.00	0.00	
		INPUT	Total Rate:	Z	70,981.95	70,981.95	0.00	
VAT Return Summary:					Total Outputs	147,161.88	147,135.68	26.20
					Total Inputs	73,829.50	73,400.13	429.37
VAT due in the period on sales and other outputs						Box 1	26.20	
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States						2	<u>0.00</u>	
Total VAT due						3	26.20	
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)						4	<u>429.37</u>	
Net VAT to reclaim from HMRC						5	<u>403.17</u>	
Total value of sales and all other outputs excluding any VAT						6	147,135.00	
Total value of purchases and all other inputs excluding any VAT						7	73,400.00	
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States						8	0.00	
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States						9	0.00	
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States							0.00	

Holme Valley Parish Council

Bank - Cash and Investment Reconciliation as at 30 June 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

30/06/2021	HSBC Current A/C	195,137.40
30/06/2021	HSBC - Money Manager	55,679.13
30/06/2021	Notice Deposit - Handelsbanken	0.00
30/06/2021	Handelsbanken Current A/C	84,883.96
30/06/2021	CCLA Deposit Fund	75,000.00
30/06/2021	Petty Cash	0.00

410,700.49

All Cash & Bank Accounts

1	HSBC Current A/C	195,137.40
2	Money Manager - HSBC	55,679.13
3	Notice Deposit-Handelsbanken	0.00
4	Current Account-Handelsbanken	84,883.96
5	CCLA Deposit Fund	75,000.00
6	Petty Cash	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	410,700.49

Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Sub-Contractor Services	5,000.00		5,000.00
321 EMR Legal Advice Contingency	5,000.00		5,000.00
322 EMR CCTV	5,000.00		5,000.00
323 EMR Com Asset-Others in Valley	9,723.00		9,723.00
324 EMR Neighbourhood Planning	0.00		0.00
325 EMR Election Fund	19,789.00		19,789.00
326 EMR Defibrillator Special Resr	2,000.00		2,000.00
327 EMR Covid Response - HCHCT	10,000.00		10,000.00
328 EMR Covid Response - HVCMA	13,315.00		13,315.00
329 EMR Holmfirth Civic Hall (capi	30,000.00		30,000.00
330 EMR Office/Meeting Room	15,000.00		15,000.00
331 EMR Holmfirth Toilets	5,000.00		5,000.00
332 EMR Honley Library	30,000.00		30,000.00
333 EMR Holmfirth Tech	10,000.00		10,000.00
	<u>159,827.00</u>	<u>0.00</u>	<u>159,827.00</u>

Date: 27/07/2021

Holme Valley Parish Council

Page 1

Time: 13:39

VAT Return for Month 1 to 3 (01/04/2021 - 30/06/2021)

User: RFO

<u>Source</u>	<u>Ledger</u>	<u>Ref No</u>	<u>Month</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>	
Cashbook	1		3		157.18	130.98	26.20	
		OUTPUT	Total Rate:	S	157.18	130.98	26.20	
Cashbook	1		1		2,149.62	2,149.62	0.00	
Cashbook	1		2		139,125.04	139,125.04	0.00	
Cashbook	1		3		5,730.04	5,730.04	0.00	
		OUTPUT	Total Rate:	Z	147,004.70	147,004.70	0.00	
Cashbook	1		2		240.51	229.06	11.45	
Cashbook	1		3		140.16	133.49	6.67	
		INPUT	Total Rate:	F	380.67	362.55	18.12	
Cashbook	1		1		1,112.08	926.70	185.38	
Cashbook	1		2		380.08	316.69	63.39	
Cashbook	1		3		974.72	812.24	162.48	
		INPUT	Total Rate:	S	2,466.88	2,055.63	411.25	
Cashbook	1		1		11,665.90	11,665.90	0.00	
Cashbook	4		1		25.00	25.00	0.00	
Cashbook	1		2		18,440.54	18,440.54	0.00	
Cashbook	4		2		25.00	25.00	0.00	
Cashbook	1		3		40,800.51	40,800.51	0.00	
Cashbook	4		3		25.00	25.00	0.00	
		INPUT	Total Rate:	Z	70,981.95	70,981.95	0.00	
VAT Return Summary:					Total Outputs	147,161.88	147,135.68	26.20
					Total Inputs	73,829.50	73,400.13	429.37
VAT due in the period on sales and other outputs						Box 1	26.20	
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States						2	<u>0.00</u>	
Total VAT due						3	26.20	
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)						4	<u>429.37</u>	
Net VAT to reclaim from HMRC						5	<u>403.17</u>	
Total value of sales and all other outputs excluding any VAT						6	147,135.00	
Total value of purchases and all other inputs excluding any VAT						7	73,400.00	
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States						8	0.00	
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States						9	0.00	
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States							0.00	

HSBC Current A/C

List of Payments made between 01/06/2021 and 30/06/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
10/06/2021	O2	2122/03/01	76.94	Council 2021 198 199	iPad and iPhone Contracts
10/06/2021	Internal Audit Yorkshire	2122/03/02	450.00	Council 2021 198	Review of Staff Workloads
10/06/2021	HCHCT	2122/03/03	30.00	Council 2021 198	Joint Mmbrship Community Trust
10/06/2021	Barnsley Chronicle	2122/03/04	300.00	Council 2021 198	Holme Valley Review - May 2021
15/06/2021	West Yorkshire Pension Fund	2122/03/05	606.72	2021 198, 200	Pensions
15/06/2021	Salaries Staff	2122/03/06	1,423.65	Council 2021 198 200	Salary Staff 02 JUN 2021
15/06/2021	Salaries Staff	2122/03/07	1,441.40	Council 2021 198 200	Salary Staff 01 - JUN 2021
15/06/2021	Salaries Staff	2122/03/08	917.64	Council 2021 198 200	Salary Staff 03 - JUN 2021
15/06/2021	Salaries Staff	2122/03/09	952.68	2021 198 200	PAYE Tax and NI
17/06/2021	Cartworth Cricket Club	2122/03/10	2,000.00	F&M 2122 24 (3)	Grant: Doors, Windows etc
17/06/2021	Hade Edge Band Room	2122/03/11	3,000.00	F&M 2122 24 (03)	Grant: new piano
17/06/2021	Friends of Nethethong School	2122/03/12	5,000.00	F&M 2122 24 (3)	Grant: outdoor running track
17/06/2021	Huddersfield Wood Turners	2122/03/13	500.00	F&M 2122 24 (3)	Grant: event for SEND children
17/06/2021	Friends of Honley	2122/03/14	500.00	F&M 2122 24 (3)	Grant: Honley Open Gardens
17/06/2021	Honley Business Association	2122/03/15	5,000.00	F&M 2122 24 (3)	Grant: outdoor play equipment
17/06/2021	JRB Enterprises Ltd	2122/03/16	198.60	F&M 2122 24 (03)	Poo Bag Dispensers x 2
17/06/2021	Brockholes Village Hall	2122/03/17	2,420.00	F&M 2122 24 (3)	Grant: new lighting and heater
17/06/2021	Vision ICT	2122/03/18	43.20	Council 2021 198	Hosted email accounts
17/06/2021	Document Logic	2122/03/19	30.00	Council 2021 198	Photocopying
17/06/2021	Internal Audit Yorkshire	2122/03/20	373.31	2021 198	Year End Internal Audit
17/06/2021	Viking	2122/03/21	197.33	F&M 2122 24 (3)	Stamps, Stationery etc
17/06/2021	YLCA	2122/03/22	15.00	Council 2021 198	Training Intro to Planning
17/06/2021	npower	2122/03/23	140.16	Council 2021 198	Electricity Holmfirth Toilets
17/06/2021	Staff 02	2122/03/24	8.49	2021 198	Reimbursement USB cable
17/06/2021	Staff 02	2122/03/25	14.39	Council 2021 198	Reimbursement Zoom
17/06/2021	Honley Village Community Trust	2122/03/26	4,570.00	F&M 2122 24 (3)	Grant: new roof village hall
17/06/2021	River Holme Connections	2122/03/27	4,930.60	F&M 2122 24 (3)	Grant: riverside walk repair
18/06/2021	Upperthong Village Hall Trust	2122/03/28	3,550.00	F&M 2122 24 (3)	Grant: damp proof, roof repair
22/06/2021	Shredco UK	2122/03/29	42.00	F&M 2122 24 (3)	Shredding of confidential docs
22/06/2021	Staff 01	2122/03/30	49.99	Council 2021 198	Reimbursement Bullguard
22/06/2021	Staff 03	2122/03/31	53.12	2021 198	Reimbursement GoDaddy
22/06/2021	YLCA	2122/03/32	30.00	2021 198	Webinar Training Finance
22/06/2021	YLCA	2122/03/33	22.50	Council 2021 198	Webinar Training Accounts
22/06/2021	YLCA	2122/03/34	22.50	2021 198	Webinar Training Committees &c
22/06/2021	Maintenance Contractor	2122/03/35	156.46	2021 198	Expenses
22/06/2021	Maintenance Contractor	2122/03/36	2,357.77	Council 2021 198	Maintenance
28/06/2021	Plusnet	2122/03/37	19.02	2021 198 199	Internet
30/06/2021	Staff 01	2122/03/38	471.92	Council 2021 198	Accrued Annual Leave

Total Payments	41,915.39
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**Bank Reconciliation Statement as at 31/07/2021
for Cashbook 1 - HSBC Current A/C**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC Current A/C	31/07/2021		133,798.69
			<hr/> 133,798.69
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			133,798.69
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			133,798.69
		Balance per Cash Book is :-	133,798.69
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/07/2021
for Cashbook 2 - Money Manager - HSBC**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
HSBC - Money Manager	31/07/2021		55,679.13
			<hr/> 55,679.13
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			55,679.13
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			55,679.13
		Balance per Cash Book is :-	55,679.13
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/07/2021
for Cashbook 3 - Notice Deposit-Handelsbanken**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Notice Deposit - Handelsbanken	31/07/2021		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/07/2021
for Cashbook 4 - Current Account-Handelsbanken**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Handelsbanken Current A/C	31/07/2021		84,858.96
			<hr/> 84,858.96
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			84,858.96
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			84,858.96
		Balance per Cash Book is :-	84,858.96
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/07/2021
for Cashbook 5 - CCLA Deposit Fund**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Deposit Fund	31/07/2021		75,000.00
			<hr/> 75,000.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			75,000.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			75,000.00
		Balance per Cash Book is :-	75,000.00
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/07/2021
for Cashbook 6 - Petty Cash**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/07/2021		0.00
			<hr/> 0.00
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			0.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Receipts for Month 4**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		195,137.40					195,137.40	
2021/04/01	Banked: 02/07/2021	1.90						
2021/04/01	CCLA	1.90			1090	100	1.90	PDSA Interest
2021/04/02	Banked: 07/07/2021	400.00						
2021/04/02	Monty's Loft	400.00			1250	100	400.00	Rent JUN
Total Receipts for Month		401.90	0.00	0.00			401.90	
Cashbook Totals		<u>195,539.30</u>	<u>0.00</u>	<u>0.00</u>			<u>195,539.30</u>	

Payments for Month 4

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
05/07/2021	Grenke	2122/04/01	141.59		23.60	4205	150	117.99	Photocopier Lease
08/07/2021	British Telecom	2122/04/02	2.99		0.50	4275	150	2.49	Cloud Voice
13/07/2021	O2	2122/04/03	76.94		12.82	4805	450	64.12	iPad and iPhone Contracts
13/07/2021	HCHCT	2122/04/04	30,000.00			4315	200	30,000.00	Grant: new toilets and office
						329	0	-30,000.00	Grant: new toilets and office
						6000	200	30,000.00	Grant: new toilets and office
13/07/2021	HCHCT	2122/04/05	10,000.00			4310	200	10,000.00	Grant: new fire doors
13/07/2021	Holmfirth Tech	2122/04/06	5,000.00			4315	200	5,000.00	Grant: new toilets
13/07/2021	Staff 02	2122/04/07	14.39		2.40	4400	250	11.99	Reimbursement Zoom
13/07/2021	Staff 02	2122/04/08	29.97			4805	450	29.97	Reimbursement GoDaddy
13/07/2021	YLCA	2122/04/09	30.00			4061	150	30.00	Training Off to a Flying Start
13/07/2021	YLCA	2122/04/10	30.00			4061	150	30.00	Training Off to a Flying Start
13/07/2021	Kirkwells Ltd	2122/04/11	3,528.00		588.00	4505	300	2,940.00	Neighbourhood Plan changes
13/07/2021	Document Logic	2122/04/12	30.00		5.00	4205	150	25.00	Photocopying
13/07/2021	Rialtas	2122/04/13	464.40		77.40	4400	250	387.00	Omega Accounts Annual Licence
13/07/2021	The Origami Fox	2122/04/14	1,495.00			4805	450	1,495.00	Design HVPC Climate Website
13/07/2021	Barnsley Chronicle	2122/04/15	300.00		50.00	4610	350	250.00	Holme Valley Review - JUN
13/07/2021	Rialtas	2122/04/16	672.00		112.00	4400	250	560.00	Year End Accounts Closedown
13/07/2021	West Yorkshire Pension Fund	2122/04/17	703.57			4000	110	573.57	Pensions - Staff 01 and 02
						4000	450	130.00	Pensions Staff 04
13/07/2021	HMRC	2122/04/18	1,285.25			4000	110	1,224.60	PAYE Tax and NI - Staff 01 02
						4000	450	60.65	PAYE Tax and NI - Staff 03
15/07/2021	Salaries Staff	2122/04/19	1,423.65			4000	110	1,423.65	Salary Staff 02 - JUL 2021
15/07/2021	Salaries Staff	2122/04/20	917.64			4000	450	917.64	Salary Staff 03 - JUL 2021
22/07/2021	Business Stream	2122/04/21	289.36			4320	200	289.36	Water and Sewerage Charges
28/07/2021	Plusnet	2122/04/22	18.85		3.14	4275	150	15.71	Internet
29/07/2021	Honley Show Society Ltd	2122/04/23	1,400.00			4405	250	1,400.00	Grant: Programmes
29/07/2021	Honley Show Society Ltd	2122/04/24	500.00			4630	350	500.00	Trophy and Prize
29/07/2021	Principal Hygiene	2122/04/25	249.60		41.60	4320	200	208.00	Supply Service Nappy Unit
29/07/2021	Principal Hygiene	2122/04/26	62.40		10.40	4320	200	52.00	Supply Service Nappy Unit
29/07/2021	Phone Co-op	2122/04/27	91.20		15.20	4400	250	76.00	Website Domain
29/07/2021	The Origami Fox	2122/04/28	600.00			4815	450	600.00	Carbon Calculator
29/07/2021	YLCA	2122/04/29	22.50			4061	150	22.50	Training - Committees &c
29/07/2021	Maintenance Contractor	2122/04/30	112.37		18.72	4610	350	8.23	Expenses - Pubs and Comms
						4740	400	25.00	Expenses - Seats and Shelters
						4320	200	60.42	Expenses -Toilets
29/07/2021	Maintenance Contractor	2122/04/31	1,854.60			4740	400	1,027.60	Maintenance - Seats & Shelters
						4320	200	827.00	Maintenance - Toilets

Payments for Month 4**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
29/07/2021	npower	2122/04/32	120.84		5.75	4320	200	115.09	Electricity Holmfirth Toilets
29/07/2021	Royal British Legion	2122/04/33	136.00			4630	350	136.00	Wreathes
29/07/2021	Hade Edge Band	2122/04/34	52.50			4250	150	52.50	Band Room Hire 20210712
29/07/2021	Hade Edge Band	2122/04/35	45.00			4250	150	45.00	Band Room Hire
29/07/2021	Councillor 18	2122/04/36	40.00			4200	150	40.00	Reimbursement Clerk Gift
Total Payments for Month			61,740.61	0.00	966.53			60,774.08	
Balance Carried Fwd			133,798.69						
Cashbook Totals			195,539.30	0.00	966.53			194,572.77	

Receipts for Month 4**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		55,679.13					55,679.13	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>55,679.13</u>	<u>0.00</u>	<u>0.00</u>			<u>55,679.13</u>	

Payments for Month 4**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		55,679.13						
	Cashbook Totals		55,679.13	0.00	0.00			55,679.13	

Receipts for Month 4

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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

Payments for Month 4

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		0.00	0.00	0.00			0.00	

Receipts for Month 4**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		84,883.96					84,883.96	
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>84,883.96</u>	<u>0.00</u>	<u>0.00</u>			<u>84,883.96</u>	

Payments for Month 4**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
14/07/2021	Handelsbanken	2122/04/37	25.00			4215	150	25.00	Bank Charges
Total Payments for Month			25.00	0.00	0.00			25.00	
Balance Carried Fwd			84,858.96						
Cashbook Totals			84,883.96	0.00	0.00			84,883.96	

Receipts for Month 4**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		75,000.00					75,000.00	
	Banked:	0.00						
			0.00					0.00
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>75,000.00</u>	

Payments for Month 4**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		75,000.00						
	Cashbook Totals		75,000.00	0.00	0.00			75,000.00	

Receipts for Month 4**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</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>			<u>0.00</u>	

Payments for Month 4**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
	Total Payments for Month		0.00	0.00	0.00			0.00	
	Balance Carried Fwd		0.00						
	Cashbook Totals		0.00	0.00	0.00			0.00	

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
100	Debtors			4,613.23	
105	VAT Control A/c			1,369.70	
110	Prepayments				4,613.23
200	HSBC Current A/C			133,798.69	
205	Money Manager - HSBC			55,679.13	
215	Current Account-Handelsbanken			84,858.96	
220	CCLA Deposit Fund			75,000.00	
310	General Reserves				187,274.05
320	EMR Sub-Contractor Services				5,000.00
321	EMR Legal Advice Contingency				5,000.00
322	EMR CCTV				5,000.00
323	EMR Com Asset-Others in Valley				9,723.00
325	EMR Election Fund				19,789.00
326	EMR Defibrillator Special Resr				2,000.00
327	EMR Covid Response - HCHCT				10,000.00
328	EMR Covid Response - HVCMA				13,315.00
330	EMR Office/Meeting Room				15,000.00
331	EMR Holmfirth Toilets				5,000.00
332	EMR Honley Library				30,000.00
333	EMR Holmfirth Tech				10,000.00
1076	Precept	100	Income		137,163.00
1078	Special Expenses Grant	100	Income		1,615.00
1090	Bank Interest	100	Income	15.09	
1200	Allotment Rents	100	Income		220.00
1250	Garside Building	100	Income		729.25
1300	Garage plot income	100	Income		700.00
4000	Salaries	110	Staff Expenditure	15,960.86	
4000	Salaries	450	Climate Emergency	4,289.47	
4005	Employer's N.I	110	Staff Expenditure	304.03	
4005	Employer's N.I	450	Climate Emergency	36.98	
4010	Employer's Pension	110	Staff Expenditure	264.03	
4010	Employer's Pension	450	Climate Emergency	72.00	
4060	Staff Training	110	Staff Expenditure	45.00	
4061	Councillor Training	150	Administration	195.00	
4200	Chairman's Expenses	150	Administration	78.98	
4205	Council Office Supplies	150	Administration	529.57	
4210	Audit	150	Administration	746.62	
4215	Bank Charges	150	Administration	75.00	
4235	Insurance	150	Administration	6,378.86	
4245	Office Equipment	150	Administration	7.07	
4250	Office/Room Hire	150	Administration	10,097.50	
4255	Legal Advice Contingency	150	Administration	450.00	

Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4265	Subscriptions	150	Administration	2,368.00	
4275	Telephone and Broadband	150	Administration	68.18	
4310	Holmfirth Civic Hall-Projects	200	CASC	10,000.00	
4315	Other Community Assets	200	CASC	66,470.60	
4320	Public Toilet - Day to Day	200	CASC	4,736.87	
4400	Electronic Support	250	Finance & Management	1,424.63	
4405	Grants	250	Finance & Management	1,400.00	
4505	Neighbourhood Plan	300	Planning	2,940.00	
4610	Publications	350	Publications & Communication	758.23	
4630	Special Projects	350	Publications & Communication	636.00	
4710	New Mill - Churchyard	400	Service Provision	331.87	
4720	Dog Waste	400	Service Provision	165.50	
4735	Phone Boxes	400	Service Provision	29.50	
4740	Seats & Shelters-Maintenance	400	Service Provision	3,512.63	
4805	Community Mobilisation	450	Climate Emergency	1,833.75	
4815	Transport Strategy	450	Climate Emergency	600.00	
6000	Transfer from EMR	200	CASC		30,000.00
Trial Balance Totals :				492,141.53	492,141.53
Difference				0.00	

Detailed Income & Expenditure by Budget Heading 31/07/2021

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income								
1076 Precept	0	137,163	274,326	137,163			50.0%	
1078 Special Expenses Grant	0	1,615	3,230	1,615			50.0%	
1090 Bank Interest	2	(15)	600	615			(2.5%)	
1092 Toilets Donations	0	0	2,000	2,000			0.0%	
1200 Allotment Rents	0	220	240	20			91.7%	
1250 Garside Building	400	729	4,800	4,071			15.2%	
1260 Memorial Bench Donations	0	0	50	50			0.0%	
1300 Garage plot income	0	700	700	0			100.0%	
Income :- Income	402	140,412	285,946	145,534			49.1%	0
Net Income	402	140,412	285,946	145,534				
110 Staff Expenditure								
4000 Salaries	3,222	15,961	53,000	37,039		37,039	30.1%	
4005 Employer's N.I	0	304	0	(304)		(304)	0.0%	
4010 Employer's Pension	0	264	0	(264)		(264)	0.0%	
4060 Staff Training	0	45	900	855		855	5.0%	
Staff Expenditure :- Indirect Expenditure	3,222	16,574	53,900	37,326	0	37,326	30.7%	0
Net Expenditure	(3,222)	(16,574)	(53,900)	(37,326)				
150 Administration								
4061 Councillor Training	83	195	900	705		705	21.7%	
4200 Chairman's Expenses	40	79	1,000	921		921	7.9%	
4205 Council Office Supplies	143	530	1,500	970		970	35.3%	
4210 Audit	0	747	1,200	453		453	62.2%	
4215 Bank Charges	25	75	300	225		225	25.0%	
4220 Conference / Seminars	0	0	500	500		500	0.0%	
4225 Elections	0	0	5,000	5,000		5,000	0.0%	
4230 Repairs & Maintenance	0	0	1,000	1,000		1,000	0.0%	
4235 Insurance	0	6,379	2,250	(4,129)		(4,129)	283.5%	
4240 Travel Allowance	0	0	300	300		300	0.0%	
4245 Office Equipment	0	7	300	293		293	2.4%	
4250 Office/Room Hire	98	10,098	10,000	(98)		(98)	101.0%	
4255 Legal Advice Contingency	0	450	0	(450)		(450)	0.0%	
4260 FOIA/EIR requests	0	0	500	500		500	0.0%	
4265 Subscriptions	0	2,368	3,000	632		632	78.9%	
4270 Local Council Award Scheme	0	0	100	100		100	0.0%	
4275 Telephone and Broadband	18	68	500	432		432	13.6%	
4280 Civic Regalia	0	0	750	750		750	0.0%	
Administration :- Indirect Expenditure	406	20,995	29,100	8,105	0	8,105	72.1%	0
Net Expenditure	(406)	(20,995)	(29,100)	(8,105)				

Detailed Income & Expenditure by Budget Heading 31/07/2021

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>200 CASC</u>								
4300 Honley Library	0	0	15,000	15,000		15,000	0.0%	
4310 Holmfirth Civic Hall-Projects	10,000	10,000	0	(10,000)		(10,000)	0.0%	
4315 Other Community Assets	35,000	66,471	53,000	(13,471)		(13,471)	125.4%	30,000
4320 Public Toilet - Day to Day	1,552	4,737	17,000	12,263		12,263	27.9%	
4325 Public Toilet - Lettable Space	0	0	1,000	1,000		1,000	0.0%	
CASC :- Indirect Expenditure	46,552	81,207	86,000	4,793	0	4,793	94.4%	30,000
Net Expenditure	(46,552)	(81,207)	(86,000)	(4,793)				
6000 plus Transfer from EMR	30,000	30,000						
Movement to/(from) Gen Reserve	(16,552)	(51,207)						
<u>250 Finance & Management</u>								
4400 Electronic Support	1,035	1,425	1,650	225		225	86.3%	
4405 Grants	1,400	1,400	20,000	18,600		18,600	7.0%	
Finance & Management :- Indirect Expenditure	2,435	2,825	21,650	18,825	0	18,825	13.0%	0
Net Expenditure	(2,435)	(2,825)	(21,650)	(18,825)				
<u>300 Planning</u>								
4505 Neighbourhood Plan	2,940	2,940	5,000	2,060		2,060	58.8%	
Planning :- Indirect Expenditure	2,940	2,940	5,000	2,060	0	2,060	58.8%	0
Net Expenditure	(2,940)	(2,940)	(5,000)	(2,060)				
<u>350 Publications & Communication</u>								
4600 Community Champion	0	0	250	250		250	0.0%	
4605 Community Engagement	0	0	100	100		100	0.0%	
4610 Publications	258	758	6,000	5,242		5,242	12.6%	
4615 Royal Events	0	0	1,000	1,000		1,000	0.0%	
4620 Tidy Trader Awards	0	0	100	100		100	0.0%	
4625 Website & Media	0	0	1,000	1,000		1,000	0.0%	
4630 Special Projects	636	636	1,000	364		364	63.6%	
Publications & Communication :- Indirect Expenditure	894	1,394	9,450	8,056	0	8,056	14.8%	0
Net Expenditure	(894)	(1,394)	(9,450)	(8,056)				
<u>400 Service Provision</u>								
4705 Christmas Provision	0	0	5,500	5,500		5,500	0.0%	

Detailed Income & Expenditure by Budget Heading 31/07/2021

Month No: 4

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4710 New Mill - Churchyard	0	332	800	468		468	41.5%	
4720 Dog Waste	0	166	1,000	835		835	16.6%	
4725 Patient Transport Scheme	0	0	1,000	1,000		1,000	0.0%	
4730 Minibus	0	0	25,000	25,000		25,000	0.0%	
4735 Phone Boxes	0	30	400	371		371	7.4%	
4740 Seats & Shelters-Maintenance	1,053	3,513	13,000	9,487		9,487	27.0%	
4755 Youth Facilities	0	0	8,000	8,000		8,000	0.0%	
Service Provision :- Indirect Expenditure	1,053	4,040	54,700	50,661	0	50,661	7.4%	0
Net Expenditure	(1,053)	(4,040)	(54,700)	(50,661)				
450 Climate Emergency								
4000 Salaries	1,108	4,289	0	(4,289)		(4,289)	0.0%	
4005 Employer's N.I	0	37	0	(37)		(37)	0.0%	
4010 Employer's Pension	0	72	0	(72)		(72)	0.0%	
4805 Community Mobilisation	1,589	1,834	17,500	15,666		15,666	10.5%	
4810 Energy Strategy	0	0	14,000	14,000		14,000	0.0%	
4815 Transport Strategy	600	600	13,000	12,400		12,400	4.6%	
4820 Waste Strategy	0	0	500	500		500	0.0%	
4825 Environment Strategy	0	0	1,000	1,000		1,000	0.0%	
Climate Emergency :- Indirect Expenditure	3,297	6,832	46,000	39,168	0	39,168	14.9%	0
Net Expenditure	(3,297)	(6,832)	(46,000)	(39,168)				
Grand Totals:- Income	402	140,412	285,946	145,534			49.1%	
Expenditure	60,799	136,807	305,800	168,993	0	168,993	44.7%	
Net Income over Expenditure	(60,397)	3,605	(19,854)	(23,459)				
plus Transfer from EMR	30,000	30,000						
Movement to/(from) Gen Reserve	(30,397)	33,605						

Previewed Draft - Do Not Submit to HMRC

Date: 25/08/2021

Holme Valley Parish Council

Page 1

Time: 11:52

VAT Return: 01/07/2021 - 30/09/2021

User: RFO

<u>Source</u>	<u>Ledger</u>	<u>Ref No</u>	<u>Month</u>	<u>Code</u>	<u>Gross</u>	<u>Net</u>	<u>VAT</u>
Cashbook	1		4		401.90	401.90	0.00
		OUTPUT		Total Rate: Z	401.90	401.90	0.00
Cashbook	1		4		120.84	115.09	5.75
		INPUT		Total Rate: F	120.84	115.09	5.75
Cashbook	1		4		5,764.73	4,803.95	960.78
		INPUT		Total Rate: S	5,764.73	4,803.95	960.78
Cashbook	1		4		55,855.04	55,855.04	0.00
Cashbook	4		4		25.00	25.00	0.00
		INPUT		Total Rate: Z	55,880.04	55,880.04	0.00

VAT Return Summary:	Total Outputs	401.90	401.90	0.00
	Total Inputs	61,765.61	60,799.08	966.53
VAT due in the period on sales and other outputs			Box 1	0.00
VAT due in the period on acquisitions of goods made in Northern Ireland from EU Member States			2	<u>0.00</u>
Total VAT due			3	0.00
VAT reclaimed in the period on purchases and other inputs (including acquisitions in Northern Ireland from EU member states)	4			<u>966.53</u>
Net VAT to reclaim from HMRC	5			<u>966.53</u>
Total value of sales and all other outputs excluding any VAT	6			401.00
Total value of purchases and all other inputs excluding any VAT	7			60,799.00
Total value of dispatches of goods and related costs (excluding VAT) from Northern Ireland to EU Member States	8			0.00
Total value of acquisitions of goods and related costs (excluding VAT) made in Northern Ireland from EU Member States	9			0.00
VAT on acquisitions of goods and related costs made in Northern Ireland from EU Member States				0.00

Holme Valley Parish Council

Bank - Cash and Investment Reconciliation as at 31 July 2021

Confirmed Bank & Investment Balances

Bank Statement Balances

31/07/2021	HSBC Current A/C	133,798.69
31/07/2021	HSBC - Money Manager	55,679.13
31/07/2021	Notice Deposit - Handelsbanken	0.00
31/07/2021	Handelsbanken Current A/C	84,858.96
31/07/2021	CCLA Deposit Fund	75,000.00
31/07/2021	Petty Cash	0.00

349,336.78

Receipts not on Bank Statement

0.00

Closing Balance

349,336.78

All Cash & Bank Accounts

1	HSBC Current A/C	133,798.69
2	Money Manager - HSBC	55,679.13
3	Notice Deposit-Handelsbanken	0.00
4	Current Account-Handelsbanken	84,858.96
5	CCLA Deposit Fund	75,000.00
6	Petty Cash	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	349,336.78

Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR Sub-Contractor Services	5,000.00		5,000.00
321 EMR Legal Advice Contingency	5,000.00		5,000.00
322 EMR CCTV	5,000.00		5,000.00
323 EMR Com Asset-Others in Valley	9,723.00		9,723.00
324 EMR Neighbourhood Planning	0.00		0.00
325 EMR Election Fund	19,789.00		19,789.00
326 EMR Defibrillator Special Resr	2,000.00		2,000.00
327 EMR Covid Response - HCHCT	10,000.00		10,000.00
328 EMR Covid Response - HVCMA	13,315.00		13,315.00
329 EMR Holmfirth Civic Hall (capi	30,000.00	-30,000.00	0.00
330 EMR Office/Meeting Room	15,000.00		15,000.00
331 EMR Holmfirth Toilets	5,000.00		5,000.00
332 EMR Honley Library	30,000.00		30,000.00
333 EMR Holmfirth Tech	10,000.00		10,000.00
	<u>159,827.00</u>	<u>-30,000.00</u>	<u>129,827.00</u>

List of Payments made between 01/07/2021 and 31/07/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/07/2021	Grenke	2122/04/01	141.59	Council 2021 198 199	Photocopier Lease
08/07/2021	British Telecom	2122/04/02	2.99	Council 2021 198 99	Cloud Voice
13/07/2021	O2	2122/04/03	76.94	Council 2021 198 199	iPad and iPhone Contracts
13/07/2021	HCHCT	2122/04/04	30,000.00	Council 2122 29	Grant: new toilets and office
13/07/2021	HCHCT	2122/04/05	10,000.00	Council 2122 29	Grant: new fire doors
13/07/2021	Holmfirth Tech	2122/04/06	5,000.00	Council 2122 29	Grant: new toilets
13/07/2021	Staff 02	2122/04/07	14.39	Council 2021 198	Reimbursement Zoom
13/07/2021	Staff 02	2122/04/08	29.97	Council 2021 198	Reimbursement GoDaddy
13/07/2021	YLCA	2122/04/09	30.00	Council 2021 198	Training Off to a Flying Start
13/07/2021	YLCA	2122/04/10	30.00	Council 2021 198	Training Off to a Flying Start
13/07/2021	Kirkwells Ltd	2122/04/11	3,528.00	Council 2122 29	Neighbourhood Plan changes
13/07/2021	Document Logic	2122/04/12	30.00	Council 2021 198	Photocopying
13/07/2021	Rialtas	2122/04/13	464.40	Council 2021 198	Omega Accounts Annual Licence
13/07/2021	The Origami Fox	2122/04/14	1,495.00	Council 2122 29	Design HVPC Climate Website
13/07/2021	Barnsley Chronicle	2122/04/15	300.00	Council 2021 198	Holme Valley Review - JUN
13/07/2021	Rialtas	2122/04/16	672.00	Council 2021 198	Year End Accounts Closedown
13/07/2021	West Yorkshire Pension Fund	2122/04/17	703.57	Council 2021 198	Pensions
13/07/2021	HMRC	2122/04/18	1,285.25	Council 2021 198 200	PAYE Tax and NI
15/07/2021	Salaries Staff	2122/04/19	1,423.65	Council 2021 198 200	Salary Staff 02 - JUL 2021
15/07/2021	Salaries Staff	2122/04/20	917.64	Council 2021 198 200	Salary Staff 03 - JUL 2021
22/07/2021	Business Stream	2122/04/21	289.36	Council 2021 198 199	Water and Sewerage Charges
28/07/2021	Plusnet	2122/04/22	18.85	Council 2021 198 199	Internet
29/07/2021	Honley Show Society Ltd	2122/04/23	1,400.00	Council 2122 38	Grant: Programmes
29/07/2021	Honley Show Society Ltd	2122/04/24	500.00	Council 2122 38	Trophy and Prize
29/07/2021	Principal Hygiene	2122/04/25	249.60	Council 2021 198	Supply Service Nappy Unit
29/07/2021	Principal Hygiene	2122/04/26	62.40	Council 2021 198	Supply Service Nappy Unit
29/07/2021	Phone Co-op	2122/04/27	91.20	Council 2021 198	Website Domain
29/07/2021	The Origami Fox	2122/04/28	600.00	Council 2122 38	Carbon Calculator
29/07/2021	YLCA	2122/04/29	22.50	Council 2021 198	Training - Committees &c
29/07/2021	Maintenance Contractor	2122/04/30	112.37	Council 2021 198	Expenses
29/07/2021	Maintenance Contractor	2122/04/31	1,854.60	Council 2021 198	Maintenance
29/07/2021	npower	2122/04/32	120.84	Council 2021 198	Electricity Holmfirth Toilets
29/07/2021	Royal British Legion	2122/04/33	136.00	Council 2021 198	Wreathes
29/07/2021	Hade Edge Band	2122/04/34	52.50	Council 2122 38	Band Room Hire 20210712
29/07/2021	Hade Edge Band	2122/04/35	45.00	Council 2122 38	Band Room Hire
29/07/2021	Councillor 18	2122/04/36	40.00	Council 2122 29	Reimbursement Clerk Gift
Total Payments			61,740.61		