

FAVERSHAM TOWN COUNCIL
BANK RECONCILIATION for the period ending 14 September 2015

Balance per Bank Statements at 14 September 2015		£	£
NAT WEST Current Account (00541133)		200.00	
NAT WEST Business Reserve Account (32515901)		103,876.64	
NAT WEST Business Reserve Account (97798193)		89,352.73	
			193,429.37
Less: unrepresented cheques at 14 September 2015			
Cheque Nos:			
9060	KALC	25.00	
9071	Brogdale CIC	500.00	
9076	Barkers of Faversham	60.00	
9078	Confederation of Cinque Ports	45.50	
9080	Ashford Borough Council	69.00	
9086	J I K Software	108.00	
9087	Hythe Town Council	83.00	
9088	Winchelsea Corporation	30.00	
9089	Mr N Garland	194.64	
Total		1,115.14	1,115.14
Net bank balances as at 14 September 2015			192,314.23

The net balances reconcile to the Cash Book as follows:

Cash Book		
Opening Balance as per Annual Return 2014/15	208,225.57 ^{1 2}	
Add: Receipts in the year to 14 September 2015	207,318.11	
		415,543.68
Less: Payments in the year to 14 September 2015	223,229.45	
Closing Balance (cash book) as at 14 September 2015		192,314.23

Prepared by: (Deputy Clerk) A Begent
Date: 15 September 2015

Approved by the Chairman, Mayor N A Kay
21 September 2015

¹ Deduct £2.28 petty cash

² Added £595 re: two unrepresented cheques: 8873 – A Hare: £500; 8954 – J Westlake: £95

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Mayor

List of Receipts and Payments: 18 August – 14 September 2015

Payments	Purpose	Amount	VAT not recoverable (sums over £500)	Date incurred	Merchant category
Brogdale CIC	Youth Forum	500.00	0	18 August	Staff costs contribution
N Garland	Dry cleaning	45.00	0	18 August	Office equipment (robes)
BT Payments	Guildhall alarm	216.22	0	18 August	Office equipment
Society of Local Council Clerks	Job advert	360.00	0	19 August	Staff costs
A Begent	Business cards	54.89	0	19 August	Staff costs
New Star Networks	Phones/IT	66.50	0	27 August	Office equipment
Barkers	Cleaning Mayor's chain	60.00	0	1 September	Office equipment (robes)
Mr Grove	Bowls Tournament	106.80	0	1 September	Events
Confederation of Cinque Ports	Lord Warden's Anniversary Map	45.50	0	1 September	Office equipment
Ashford Borough Council	Tickets	69.00	0	3 September	Civic
BT payments	Phones/IT	96.80	0	3 September	Office equipment
Faversham Trophies	Tournament trophies	200.00	0	3 September	Civic
Best in Tents	Marquee	516.00	0	3 September	Civic
Southern Lighting	Lightening Protection	174.00	0	3 September	Guildhall
Millfield Allotment	Grant	1,000.00	0	3 September	Grant
JIK Software	Job advert	108.00	0	3 September	Staff Costs
Hythe Town Council	Tickets for Speakers Day	83.00	0	7 September	Events
Salix	Phones/IT	20.87	0	7 September	Office equipment
Winchelsea Corporation	Tickets	30.00	0	7 September	Civic
Mr J Garland	Refreshments	194.64	0	8 September	Refreshments
BT Payments	Phones/IT	75.56			Office equipment
Total		4,022.78			

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Mayor

Receipts	Purpose	Amount	VAT not recoverable: sums over £500	Date paid	Merchant category
I Ludlow	Mooring fees	92.46	0	18 August	Mooring hire
V Dickenson	Guildhall fees	81.60	0	18 August	Guildhall hire
Alexander Centre	Book sales	1,816.36	0	19 August	Book sales
Natwest	Bank Interest	3.88	0	28 August	Interest
Natwest	Bank Interest	3.18	0	28 August	Interest
Faversham Market Co-operative	Guildhall Electricity	875.00	0	3 September	Guildhall Hire
I Daniell	Mooring Fees	89.13	0	4 September	Mooring hire
D Leal	Mooring Fees	206.63	0	4 September	Mooring hire
Posillipo	FATA	100.00	0	9 September	Subscriptions
Total		3,268.24			

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Mayor