**Holbrook Parish Council - Responsible Financial Officers Report to meeting 18th January 2021**

 **Details of expenditure for the period 18th November to 14th December 2020**

|  |  |  |
| --- | --- | --- |
| 14/12/2020 | Mrs J Hazlewood – Parish Clerk Salary  | £ 439.60 |
| 14/12/2020 | Mr P Goodchild – Community Caretaker Salary (SO) | £ 181.52 |
| 14/12/2020 | HMRC – PAYE | £ 193.40 |
| 14/12/2020 | Mrs J Hazlewood – Clerk’s expenses | £ 115.13 |
| 14/12/2020 | E-on – pavilion electricity (direct debit) | £ 14.37 |
| 14/12/2020 | Babergh District Council, litter & dog bin emptying | £ 1480.73 |
| 14/12/2020 | 0. Abbott, grass cutting, Reade Field & Church Green | £ 120.00  |
| 14/12/2020 | John Williams - CSHS equipment | £ 128.98 |
| 14/12/2020 | Tuddenham Press, Parish Papers | £ 155.00 |
| 14/12/2020 | T. Gould, Maytree IT Services | £ 44.00 |
| 14/12/2020 | Reade Field Lottery 1st prize - November | £ 32.00 |
| 14/12/2020 | Reade Field Lottery 2nd prize – November | £ 19.20 |
| 14/12/2020 | Reade Field Lottery 3rd prize - November | £ 12.80 |

**BANK RECONCILIATION to 31st December 2020**

|  |  |  |
| --- | --- | --- |
| Lloyds Bank |  |  |
|  | Opening Balance 01/04/20 |  £ 37,160.99  |
|  | Receipts |  £ 36,067.00  |
|  |  |  **£ 73,227.99**  |
|  |  |  |
|  | Less payments 19/20 |  £ 442.68  |
|  | Less payments 20/21 |  £ 45,408.45  |
|  | **Receipts less payments** |  **£ 27,376.86**  |
|  |  |  |
|  | Balance on statement 41 |  £ 29,764.03  |
|  | Outstanding cheques |  £ 2,387.17  |
|  |  |  **£ 27,376.86**  |
|  |  |   |
| NS&I Account |  |  |
|  | Opening Balance |  £ 13,505.11  |
|  | Add interest |  |
|  | Balance on Statement 8 |  **£ 13,505.11**  |
|  |  |  |
| Reade Field Account |  |
|  | Opening Balance  |  £ 1,403.13  |
|  | Add interest |  £ 0.01  |
|  | Add receipts |  £ -  |
|  | Balance on Statement 34 |  **£ 1,403.14**  |
| **Total Funds** |  |  **£ 42,285.11**  |
|  |   |   |
| Outstanding payments - cheque numbers |  |
|  | 2538 |  £ 30.00  |
|  | 2547 |  £ 206.24  |
|  | 2549 |  £ 300.00  |
|  | 2558 |  £ 193.40  |
|  | 2560 |  £ 120.00  |
|  | 2561 |  £ 1,480.73  |
|  | 2564 |  £ 44.00  |
|  | 2567 |  £ 12.80  |
|  |  |  |
|  | Total |  **£ 2,387.17**  |

**BUDGET RECONCILIATION TO 31ST DECEMBER 2020** 