Alvington Finances

C:\Users\meghu\Dropbox\01 Alvington MAIN\Finance\Quarterly - Accounts Statements\[Quarterly Report Template.xlsx]Sheet1 2022-23

## **Quarter 4 Bank Reconciliation**

Q4 Actual		APC	NDP	PAV	RDC	TRE	Total	
Income Expenditure		£10,743.75 £14,059.49		£8,202.35 £6,249.76	-		£23,554.15TRU£22,848.30TRU	
Surplus / (Deficit)		-£3,315.74	£0.00	£1,952.59	£1,709.00	£360.00	£705.85	
Plus unpresented cheques MInus income not yet banked Funds B/fwd		£150.00 £0.00 £12,163.76	£0.00	£0.00 £0.00 £16,246.72	£0.00	£0.00	£150.00   £0.00   £31,490.12	
Closing Funds		£8,998.02	£0.00	£18,199.31	£4,188.64	£960.00	£32,345.97 TRU	UE
Cashbook balance							£32,345.97	
Bank Statements	31/03/2023							
Treasurer's Account Balance as per bank statement Instant Access Balance as per bank statement							£770.00 £31,575.97	
Total							£32,345.97	
Difference							£0.00 TRU	UE
s137 Allowance s137 Expenses Incurred							£4,604.04 £0.00	
Expected Income		£10,322.20	£0.00	£0.00	£0.00	£0.00		

Actual Income - Expected Income (+ve = more income than expected)

-£421.55	£0.00	-£8,202.35	-£4,008.05	-£600.00

## Expected Expenditure

Actual Expenditure - Expected Income (+ve = more spend than expected)

£2,055.13	£0.00	£0.00	£0.00	£0.00
-£12,004.36	£0.00	-£6,249.76	-£2,299.05	-£240.00

## Unpresented cheques

4-Exp-1	FoDDC - green waste bins APC	£150.00
4-Exp-2		
4-Exp-3		
4-Exp-4		
4-Exp-5		
4-Exp-6		
4-Exp-7		
4-Exp-8		
4-Exp-9		
4-Exp-10		
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Unbanked Income		
4-Inc-1		
4-Inc-2		
4-Inc-3		
4-Inc-4		
4-Inc-5		
4-Inc-6		
4-Inc-7		
4-Inc-8		
4-Inc-9		
4-Inc-10		

## **Quarterly Internal Checklist**

All payments are authorised by two Members Cheque signatories have initiated the orginal invoice The cheque counterfoil initialled by the auditing Bank accounts reconciled every quarter Payroll actioned accurately every month All payments entered into accounting Payment schedule presented to full council every The are separate s137 and VAT columns on the The VAT is claimed at least annually Receipts are correctly recorded on accounts Receipts are reconcilled against original bank For funds being transferred between accounts, a A reconcilation of accounts is presented to Council The internal checks occur every financial quarter

Any other comments

Auditing Member (print name): (signature): Date: