

## MONTHLY FINANCE RECONCILIATION Jan-16

<b>Current account</b>	£
Opening balance at 1st January 2016	<u>18,913.70</u>
<b><u>Less - Payments due</u></b>	
<b>Direct Debits for January 2016</b>	£
Cardiff Council - Council Tax	482.00
Voucher Statement Fee	6.50
Electricity - Village Hall	80.00
Electricity - Pavilion	17.00
Gas - Village Hall	63.00
Phone and Broadband rental	36.00
Welsh Water Rates	49.50
<b>Total Direct Debits</b>	<u>734.00</u>
<b>Cheques issued but not presented as at 31st December 2015</b>	£
Hall cleaning December	125.00
Staffing Costs re December	666.80
<b><i>Cheques below to be approved</i></b>	
Refund of Bond re Hall Booking	75.00
Refund of Bond re Hall Bookings	75.00
Three Nations Ltd - Grounds Maintenance re December	494.50
Cardiff City Council - Half yearly rent of Village Hall	92.50
Staffing Costs Mileage and Mobile top up Expenses	22.15
Staffing Costs Nov/Dec Postage & Printer Expenses	43.30
Inland Revenue - 3rd Quarter Paye	483.20
<b>Total cheque payments</b>	<u>2077.45</u>
<b>Total Outgoings</b>	<u>£2,811.45</u>
<b>Plus Receipts received:</b>	£
OSM WI Nov Hall bookings	36.00
<b>Total</b>	<u>36.00</u>
<b>Closing balance as per cash book - 7th January 2016</b>	<u>16,138.25</u>
<b>Business Reserve Account:</b>	
<b>Opening Balance 1st April 2015</b>	<u>6,647.80</u>
Interest included to 31st December 2015	2.60
<b>Closing Balance</b>	<u>6,650.40</u>
<b>Total Bank balances</b>	<u>22,788.65</u>

**Cheques not listed on Monthly Finance Report since issued and presented to the bank in-between last meeting and current.**

**£**

**Date**

**Income received but not listed on Monthly Finance Report since received and paid into the bank in-between last report and current.**

**£**

**Date**

Hall Hire	230.00	09/12/2015
Entertainers	114.00	09/12/2015
Sewing Group	78.00	23/12/2015
OSM Table Tennis Club	54.00	14/12/2015
M Greenwood - Table Tennis	18.00	30/12/2015
<b>Total</b>	<b>494.00</b>	