



**NORTHAMPTON TOWN COUNCIL**

**ACCOUNTS SUB-COMMITTEE**

**10<sup>th</sup> February 2022**

**To all Members of the Accounts Sub-Committee:**

Cllrs Marriott (Chair), Birch, Hibbert and Purser

**You are hereby summoned to attend a meeting of the Accounts Sub-Committee to be held in Room 5 at the Town Council's offices at the Guildhall, Northampton on Thursday 10<sup>th</sup> February 2022 at 11.00 a.m. when the business set out below will be transacted.**

This Sub-Committee meeting is open to the public and press to attend and those attending the meeting shall be informed that they may be recorded. Public participation is in accordance with the Town Council's public participation policy.

**Stuart Carter  
Town Clerk  
4<sup>th</sup> February 2022**

**Guildhall  
Northampton  
NN1 1DE**

Cc: Electronically to all Members of the Council for information

**A G E N D A**

**1. Apologies**

**2. Declarations of Interest**

**3. Minutes of the Previous Meeting**

To approve as correct and give authorisation to sign the minutes of the last Accounts Sub-Committee held 12<sup>th</sup> January 2022 (attached)

**4. Revenue Budget 2021/22**

To receive the budgetary report for the month ending January 2022 (copy to be circulated at the meeting)

**5. Payment of Accounts**

To approve accounts for payment (schedule of accounts to be circulated at the meeting)

**6. Interim Audit**

To receive the interim audit report (Auditor's Interim Audit report to be circulated at the meeting)

**NORTHAMPTON TOWN COUNCIL  
ACCOUNTS SUB COMMITTEE**

**Minutes of the meeting held on 12<sup>th</sup> January 2022 at 11.00  
in Room 5 of the Town Council Offices at Northampton Guildhall**

**PRESENT:** Councillors Marriott (Chair), Birch, Purser

In attendance: Officers: Mrs J Thorneycroft (deputising for Town Clerk) and Mrs C Maclellan (Finance Officer).

**33. APOLOGIES**

Cllr. S Hibbert, S Carter (Town Clerk (isolating))

**34. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**35. MINUTES OF THE LAST MEETING**

The minutes of the meeting held 13<sup>th</sup> December 2021 were circulated with the agenda.

**RESOLVED:** That they be approved as a true record and that the Chair be authorised to sign them.

**36. REVENUE BUDGET 2021/22**

The Assistant Town Clerk and Finance Officer presented the Budget control report for month 9, Bank Reconciliation, and Receipts and Cash Payments Documentation (attached at appendix A) for the period to 31 December 2021, and December Bank Statement, all of which were noted and signed by all Cllrs. present.

The Finance Officer highlighted the following movement in month 9 compared to the previous month's budget:

Town Twinning, code 4540, £700 spend, however no budget has been assigned to this code. It was noted that the spend is currently sitting in Policy & Finance and should be moved to Civic and Democratic. It was also noted that there should be agreed parameters for how the Mayor Allowance should be used. Concern was raised regarding funds being spent without seeking resolution from the Civic Matters Sub-Committee beforehand. This should be discussed with the Town Clerk.

Interest Received, code 1190, £145. It was noted that a request for the Town Clerk to provide an update regarding the investment of funds should be arranged.

Service Charge 74.6%

Guildhall Reserve, code 4390, The request to change the budget heading Guildhall Reserve to Accommodation Reserve was noted and proposed that it be presented at Policy and Finance Committee meeting to be held 18<sup>th</sup> Jan 2022 for resolution.

Community Grant Scheme increased to 61.9%

It was noted that the Finance officer had emailed all Cllrs to advise of the outstanding balance in their Cllr. Community Funding budget allocation. The purpose of the email is to encourage Cllrs. to explore all opportunities for ensuring the budget is used within this financial year.

It was also noted that Cllrs are concerned with the difficulty Organisations were experiencing in completing the online form and also their frustration with the Bank details process; concerns being: duplication of effort regarding the request for confirmation of bank details, the delay this will cause in payment and concern it will discourage applications. The reasoning for these concerns are many of the community funding organisations are often small organisations who do not have the resource, skills or technology to comply with what has been requested. The Finance Officer explained that Financial regulations stipulate that there must be an internal control to ensure prevention of fraud, however, acknowledged the concerns raised and will review with the Town Clerk and Assistant Town Clerk, to come to an arrangement will improve the process whilst meeting its Financial Regulations obligation.

In response to the question of which organisations had applied for grants / community funding it was agreed that the spreadsheet that captures the detail would be issued to the Cllrs present.

It was also noted that it may be useful for the Finance Officer to visit some of the organisations to see and understand how they work, but also provide an opportunity for the FO to explain the process.

It was also noted that workshops could be arranged, however Cllrs felt these may not be well attended and highlighted again that organisations should be invited in to present and showcase the benefits from the funding they had received.

In response to the Events budget question of how successful Christmas Events had been, it was noted that a Public Events Review should take place. This will be carried out by the Assistant Town Clerk and will include as a minimum, Public / Cllr / Officer feedback, Numbers in attendance, key marketing campaign measurements and if value for money had been achieved.

In response to the Recruitment budget, code 4006, it was noted only £205 had been spent so far; it was noted that the remaining fund should be used for the two current vacant roles with the suggestion of placing an advert for the Events role in the Guardian amongst other mediums.

The Revenue budget was **NOTED** and signed by all Cllrs. present.

### **37. PAYMENT OF ACCOUNTS**

In response to why Landline costs were under Civic and Democratic the FO explained it was a manual error and would be changed to Central Administration.

In response to whether an officer had been given an increase in salary it was explained that for December the Officer had been paid for TOIL hours rather than time as per the contract of employment.

It was noted that there was an error with a Grant number application approved in Dec. No CCF25, this number had been used instead of CCF26 (details of the application were correct it was just the number that was wrong). It was explained that No CCF25 had been withdrawn, Cllrs again requested a detailed spreadsheet showing all applications.

**RESOLVED:** That the accounts as detailed below be approved for payment.

Invoice Date	Invoice No	A/c Name	Net Value	VAT	Invoice Total	Total Supplier Balance to pay
01/12/2021	40948	Chelsea Hire complete Event Hire Solution	£ 240.30	£ 48.06	£ 288.36	£ 288.36
31/12/2021	273294273294	Colemans Warehouse Shop	£ 16.65	£ 3.33	£ 19.98	£ 19.98
13/12/2021	355994	Horizon Telecom Ltd	£ 502.00	£ 100.40	£ 602.40	£ 602.40
11/12/2021	68375	Mayfair Cars (Northampton) Ltd	£ 176.00	£ 35.20	£ 211.20	£ 211.20
06/01/2021	15523	Microshade Business Consultants Ltd	£ 470.74	£ 94.15	£ 564.89	£ 564.89
22/12/2021	INV-1765	Northants CALC Ltd	£ 300.00	£ -	£ 300.00	£ 300.00
22/12/2021	NTL189	Northampton Town Centre BID	£ 680.00	£ -	£ 680.00	£ 680.00
08/12/2021	B1633201	Pitney Bowes Limited	£ 200.00	£ -	£ 200.00	£ 200.00
07/01/2022	1119	Stage Right Productions	£ 6,220.00	£ 1,244.00	£ 7,464.00	£ 7,464.00
01/12/2021	5900	Tangerine Red Ltd	£ 78.00	£ -	£ 78.00	
03/12/2021	5904	Tangerine Red Ltd	£ 40.00	£ 8.00	£ 48.00	
22/12/2021	5953	Tangerine Red Ltd	£ 430.00	£ 86.00	£ 516.00	£ 642.00
07/01/2022	OP/I599120	Veolia ES (UK) Ltd	£ 52.00	£ 10.40	£ 62.40	£ 62.40
18/12/2021	424000558507	West Northamptonshire Council	£ 26.60	£ 5.32	£ 31.92	
18/12/2021	424000558510	West Northamptonshire Council	£ 19.95	£ 3.99	£ 23.94	£ 55.86
			£ 9,452.24	£ 1,638.85	£ 11,091.09	£ 11,091.09
<b>Pending Entry to Finance System</b>						
10/01/2022	VOI0024694	Zen Office	£ 32.99	£ 6.66	£ 39.59	£ 39.59
<b>Salaries / HMRC / Pension payments Jan</b>						
Salaries (Net) for Jan including Mayoral Allowance						<b>£ 11,315.08</b>
HMRC Jan						<b>£ 4,746.62</b>
Pension Jan						<b>£ 4,866.77</b>

**Note:**

Community Fund No. CCF25 approved 13/12/21 is actually Number CCF26. Application CCF25 is Martial Arts Academy which has been withdrawn by Cllr Meredith

It was noted, following apologies from Cllr Hibbert that we were unsure who the substitute Cllrs are or if any were in place for this committee.

*Clerk's note: There are no nominated substitutes for this sub-committee.*

**38. INTERNAL CONTROLS CHECK**

It was noted that the Finance officer had invited the Chair to review and check the internal control processes, in particular Invoice Procedures. The Review had taken place and two recommendations for change had been suggested for the following points:

Point 1: to include the word normally and remove 'with the exception of '

Point 9: To include the wording 'and to bring to the attention any risk of debt and or legal action to the Accounts Sub-committee.

The invitation was extended to other members of the Accounts Sub Committee and the Finance Officer suggested that she would email Cllrs. directly, with the invitation to Review and check all or any of the Internal Control procedures as per their preference.

It was noted that the Finance Officer presented the Bank Statement, Bank Reconciliation and Payments and Receipts report to Cllrs and highlighted that the bank reconciliation and Bank Statement were reconciled. It was noted by Cllrs that the reconciliation was to the penny.

It was noted that Cllr. Purser left early to attend a funeral.

The next meeting date hasn't been arranged, however, the Finance Officer will suggest a number of dates to Cllrs. and subsequently issue a calendar invite to committee members.

The meeting ended at 12.03 pm.

Signed.....Chair

09/01/2022

Northampton Town Council

Page 1

18:33

Detailed Income &amp; Expenditure by Budget Heading 09/01/2022

Month No: 9

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b><u>Policy and Finance</u></b>								
<b><u>101 Central Administration</u></b>								
4000 Salaries NI and Pension	0	146,340	316,000	169,660		169,660	46.3%	
4001 Staffing Contingency	0	0	97,000	97,000		97,000	0.0%	
4005 Covid Resp' & Set-up costs	0	16,447	50,000	33,553		33,553	32.9%	
4006 Recruitment	0	205	5,000	4,795		4,795	4.1%	
4010 Payroll Costs	132	488	1,500	1,012	42	970	35.3%	
4015 Travel and Subsistence	0	107	2,000	1,893		1,893	5.4%	
4027 Training and Staff Development	300	1,814	10,000	8,186		8,186	18.1%	
4101 Office Supplies & Photocopying	187	1,939	5,000	3,061	72	2,989	40.2%	
4110 Post	240	939	2,000	1,061	550	511	74.5%	
4120 Subscriptions	0	7,280	12,000	4,720		4,720	60.7%	
4125 Telephone and Internet	115	2,956	23,000	20,044	270	19,774	14.0%	
4128 Information Technology	471	5,237	10,000	4,763	1,114	3,649	63.5%	
4130 Insurance	0	5,020	10,000	4,980		4,980	50.2%	
4140 Advertising and Marketing	78	101	0	(101)		(101)	0.0%	
4143 Newsletter	0	0	10,000	10,000		10,000	0.0%	
4159 Legal & Professional Fees	2,952	2,952	0	(2,952)	20	(2,972)	0.0%	
4190 Equipment	125	2,336	20,000	17,664	540	17,124	14.4%	
4540 Town Twinning	700	700	0	(700)		(700)	0.0%	
Central Administration :- Indirect Expenditure	5,300	194,862	573,500	378,638	2,609	376,029	34.4%	0
Net Expenditure	(5,300)	(194,862)	(573,500)	(378,638)				
<b><u>105 Corporate Management</u></b>								
4150 Bank Charges	0	18	1,000	982		982	1.8%	
4155 Accounting Support	295	2,714	4,000	1,286	885	401	90.0%	
4156 Audit Fees	0	3,390	4,000	610		610	84.8%	
4159 Legal & Professional Fees	0	5,150	30,000	24,850	2,400	22,450	25.2%	
4160 NCALC Addl Support	0	9,653	12,000	2,348		2,348	80.4%	
4162 Health and Safety	0	0	10,000	10,000		10,000	0.0%	
Corporate Management :- Indirect Expenditure	295	20,925	61,000	40,076	3,285	36,791	39.7%	0
Net Expenditure	(295)	(20,925)	(61,000)	(40,076)				
<b><u>110 Civic and Democratic</u></b>								
4200 Elections	0	98,301	70,000	(28,301)		(28,301)	140.4%	
4210 Mayoral Allowance	1,789	14,206	28,000	13,794		13,794	50.7%	
4211 Mayor's Transport	1,819	10,386	27,000	16,614	12,316	4,298	84.1%	
4212 Councillor Allowances	8,160	17,160	30,000	12,840		12,840	57.2%	

Continued over page



	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4213 Councillor Training/Conference	0	660	5,000	4,340		4,340	13.2%	
4214 Civic Events	0	7,788	12,000	4,212		4,212	64.9%	
4215 Civic Regalia	0	525	1,000	475		475	52.5%	
4216 Council Meetings & Room Hire	0	1,110	5,000	3,890	395	3,495	30.1%	
<b>Civic and Democratic :- Indirect Expenditure</b>	<b>11,768</b>	<b>150,136</b>	<b>178,000</b>	<b>27,864</b>	<b>12,711</b>	<b>15,153</b>	<b>91.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(11,768)</b>	<b>(150,136)</b>	<b>(178,000)</b>	<b>(27,864)</b>				
<b>115 Other Cost and Income</b>								
1150 Grants Received	0	0	80,000	80,000			0.0%	
1176 Precept Received	0	1,775,500	1,775,500	0			100.0%	
1190 Interest Received	145	145	0	(145)			0.0%	
<b>Other Cost and Income :- Income</b>	<b>145</b>	<b>1,775,645</b>	<b>1,855,500</b>	<b>79,855</b>			<b>95.7%</b>	<b>0</b>
4150 Bank Charges	18	18	0	(18)		(18)	0.0%	
4998 Service Reserve	0	0	214,500	214,500		214,500	0.0%	
4999 Contingency	0	0	200,000	200,000		200,000	0.0%	
<b>Other Cost and Income :- Indirect Expenditure</b>	<b>18</b>	<b>18</b>	<b>414,500</b>	<b>414,482</b>	<b>0</b>	<b>414,482</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>127</b>	<b>1,775,627</b>	<b>1,441,000</b>	<b>(334,627)</b>				
<b>201 The Guildhall</b>								
4216 Council Meetings & Room Hire	61	61	0	(61)		(61)	0.0%	
4300 Service Charge	48,479	48,479	65,000	16,521		16,521	74.6%	
4390 Guildhall Reserve	262	786	115,000	114,214	1,417	112,797	1.9%	
4999 Contingency	0	0	9,000	9,000		9,000	0.0%	
<b>The Guildhall :- Indirect Expenditure</b>	<b>48,802</b>	<b>49,326</b>	<b>189,000</b>	<b>139,674</b>	<b>1,417</b>	<b>138,257</b>	<b>26.8%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(48,802)</b>	<b>(49,326)</b>	<b>(189,000)</b>	<b>(139,674)</b>				
<b>Policy and Finance :- Income</b>	<b>145</b>	<b>1,775,645</b>	<b>1,855,500</b>	<b>79,855</b>			<b>95.7%</b>	
<b>Expenditure</b>	<b>66,183</b>	<b>415,267</b>	<b>1,416,000</b>	<b>1,000,733</b>	<b>20,022</b>	<b>980,711</b>	<b>30.7%</b>	
<b>Movement to/(from) Gen Reserve</b>	<b>(66,038)</b>	<b>1,360,378</b>						

**Environmental Services****210 Open Spaces & Environment**

4536 Northampton In Bloom	0	29,663	30,000	337		337	98.9%	
4560 Climate Emergency	0	0	50,000	50,000		50,000	0.0%	
<b>Open Spaces &amp; Environment :- Indirect Expenditure</b>	<b>0</b>	<b>29,663</b>	<b>80,000</b>	<b>50,337</b>	<b>0</b>	<b>50,337</b>	<b>37.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(29,663)</b>	<b>(80,000)</b>	<b>(50,337)</b>				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>230 Allotments</u>								
4400 Repairs and Maintenance	0	951	26,000	25,049	449	24,600	5.4%	
Allotments :- Indirect Expenditure	0	951	26,000	25,049	449	24,600	5.4%	0
Net Expenditure	0	(951)	(26,000)	(25,049)				
Environmental Services :- Income	0	0	0	0			0.0%	
Expenditure	0	30,614	106,000	75,386	449	74,937	29.3%	
Movement to/(from) Gen Reserve	0	(30,614)						
<u>Community Services</u>								
<u>301 Community Grants</u>								
4170 Community Grant Scheme	12,750	30,939	50,000	19,061		19,061	61.9%	
Community Grants :- Indirect Expenditure	12,750	30,939	50,000	19,061	0	19,061	61.9%	0
Net Expenditure	(12,750)	(30,939)	(50,000)	(19,061)				
<u>310 Community Services</u>								
4171 Councillor Community Funding	1,500	9,834	75,000	65,166		65,166	13.1%	
4221 Community Needs Analysis	0	0	150,000	150,000		150,000	0.0%	
Community Services :- Indirect Expenditure	1,500	9,834	225,000	215,166	0	215,166	4.4%	0
Net Expenditure	(1,500)	(9,834)	(225,000)	(215,166)				
<u>315 Public Events</u>								
4140 Advertising and Marketing	0	78	0	(78)		(78)	0.0%	
4501 Christmas Event	680	7,940	41,000	33,060		33,060	19.4%	
4502 Fireworks	0	7,440	7,500	60		60	99.2%	
Public Events :- Indirect Expenditure	680	15,458	48,500	33,042	0	33,042	31.9%	0
Net Expenditure	(680)	(15,458)	(48,500)	(33,042)				
Community Services :- Income	0	0	0	0			0.0%	
Expenditure	14,930	56,231	323,500	267,269	0	267,269	17.4%	
Movement to/(from) Gen Reserve	(14,930)	(56,231)						
<u>Planning</u>								
<u>400 Planning</u>								
4600 Local Campaigns	0	0	10,000	10,000		10,000	0.0%	
Planning :- Indirect Expenditure	0	0	10,000	10,000	0	10,000	0.0%	0
Net Expenditure	0	0	(10,000)	(10,000)				

## Detailed Income &amp; Expenditure by Budget Heading 09/01/2022

Month No: 9

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Planning :- Income	0	0	0	0			0.0%	
Expenditure	0	0	10,000	10,000	0	10,000	0.0%	
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>						
Grand Totals:- Income	145	1,775,645	1,855,500	79,855			95.7%	
Expenditure	81,113	502,112	1,855,500	1,353,388	20,471	1,332,917	28.2%	
Net Income over Expenditure	<u>(80,968)</u>	<u>1,273,533</u>	<u>0</u>	<u>(1,273,533)</u>				
Movement to/(from) Gen Reserve	<u>(80,968)</u>	<u>1,273,533</u>						

## Receipts for Month 9

## 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 :	1,470,424.02					1,470,424.02	
WNC FINANC	Banked: 03/12/2021	55.00						
WNC FINANC	WNC FINANCE	55.00			565		55.00	Gala Ticket WNC Finance
NCFRA FINA	Banked: 17/12/2021	55.00						
NCFRA FINA	NCFRA FINANCE	55.00			565		55.00	Gala Ticket NCFRA FINANCE
Credit	Banked: 21/12/2021	145.00						
Credit	Unity Bank	145.00			1190	115	145.00	Bank Interest Dec 2021 000003
Total Receipts for Month		255.00	0.00	0.00			255.00	
Cashbook Totals		<u>1,470,679.02</u>	<u>0.00</u>	<u>0.00</u>			<u>1,470,679.02</u>	

## Payments for Month 9

## 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>
02/12/2021	Tangerine Red Ltd	5840(5804)	1,710.00	1,710.00		501			Christmas crayons / pencils
03/12/2021	Microshade Business Consultant	INV 15255	564.89	564.89		501			Hosting / emails
03/12/2021	HMRC Cumbernauld	120PN02355	5,060.56			515		5,060.56	HMRC 120PN02355 Nov 21
03/12/2021	Northants LGPS	N0096 NOV	5,056.58			516		5,056.58	Northants LGPS N0096 Nov 21
06/12/2021	2commune Ltd	INV3446	480.00	480.00		501			Website hosting to 23/01/23
10/12/2021	Tangerine Red Ltd	Inv5835	93.60	93.60		501			Recruitment banner
10/12/2021	Tangerine Red Ltd	Inv5831	358.00	358.00		501			Remembrance order of Service
10/12/2021	Mayfair Cars (Northampton) Ltd	Inv67973	79.20	79.20		501			Mayor TP 12/11/21
10/12/2021	Horizon Telecom Ltd	INV 355521	602.40	602.40		501			Mob/Landline/ Guildhall lease
20/12/2021	Anglian Water t/a Wave Utiliti	INV9668415	22.82	22.82		501			Water Allotments
20/12/2021	Anglian Water t/a Wave Utiliti	Inv9630213	1,118.32	1,118.32		501			Water Allotments
20/12/2021	Northampton Twinning Associati	Inv BSC01	700.00	700.00		501			Administration of Twinning
20/12/2021	Elisabeth Hawkins (Expense Cla	NTC Expens	48.39	48.39		501			Gala
20/12/2021	Creative Event Services	INV 310112	3,411.95	3,411.95		501			Mayors Gala - catering
20/12/2021	Tangerine Red Ltd	05850_0586	696.00	696.00		501			Christmas cards
20/12/2021	Stuart Carter (Expense Claims)	NTC EXP NO	186.74	186.74		501			NOVEMBER EXPENSES 20/Stuart Ca
20/12/2021	Julie Thorneycroft (Expense CI	NTC ExpNOV	19.67	19.67		501			Post & Hot drink
20/12/2021	Hope Enterprises ( Northampton	INV-1792	83.40	83.40		501			Afternoon tea 25/11
20/12/2021	Mayor Rufia Ashraf (Expenses)	Mayor Exp	30.16	30.16		501			Expense
20/12/2021	Ms L J Read	GALAREFUND	220.00			565		220.00	Ms L J Read- Gala refund
20/12/2021	MR WLODZIMIERZ TAR	8692996	480.00			4212	110	480.00	Cllr Allowance WT
20/12/2021	Mr A Haque	353467592	720.00			4212	110	720.00	Cllr All AH
20/12/2021	Mrs J Fuchshuber	23183690	80.00			4212	110	80.00	Cllr All JF
20/12/2021	Mr M C Hallam	606206517	360.00			4212	110	360.00	Cllr All MH
20/12/2021	Mr S J Hibbert	384073420	480.00			4212	110	480.00	Cllr All SH
20/12/2021	JAMAL ALWAHABI	253549912	580.20			4212	110	580.20	Cllr All JA
20/12/2021	MR A C KILBRIDE	679928284	480.00			4212	110	480.00	Cllr All AK
20/12/2021	RUFIA ASHRAF	728434091	1,439.88			4210	110	959.88	Mayor Mth Allowance Dec
20/12/2021	MR JAMIE LANE	608789421	360.00			4212	110	480.00	Cllr All RA
20/12/2021	Cathrine Russell	292676133	480.00			4212	110	360.00	Cllr All JL
20/12/2021	DWG & VA Meredith	426678210	480.00			4212	110	480.00	Cllr All CR
20/12/2021	Michael A C Brown	185954327	300.00			4212	110	480.00	Cllr All DM
20/12/2021	Mr Daniel Soan	568919402	480.00			4212	110	300.00	Cllr All MB
20/12/2021	F A Ismail	685206139	720.00			4212	110	480.00	Cllr All DS
20/12/2021	L A MARRIOTT	205457056	480.00			4212	110	720.00	Cllr All FI
20/12/2021	M T Miah	916602377	720.00			4212	110	480.00	Cllr All LM
20/12/2021	TJ AND JL BIRCH	416067674	480.00			4212	110	720.00	Cllr All MM
20/12/2021	R Thomas	NTC SALARY	1,129.01			520		480.00	Cllr All JB
20/12/2021	J Thorneycroft	NTCSALARY3	2,590.23			520		1,129.01	NTC Salary Dec (4)
20/12/2021	E Hawkins	NTCSALARY2	2,000.33			520		2,590.23	NTC SALARY DEC (3)
20/12/2021	C Maclellan	NTCSALARY1	1,391.89			520		2,000.33	NTC SALARY DEC (2)
								1,391.89	NTC SALARY DEC (1)

## Payments for Month 9

## 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>
20/12/2021	Stuart Carter	NTCSALARY6	3,691.36			520		3,691.36	NTC SALARY DEC (6)
23/12/2021	Mayfair Cars (Northampton) Ltd	68114.6819	52.80	52.80		501			68195/51/Mayfair Cars (Northam
23/12/2021	AR Media Productions Limited	INV01860	6,804.00	6,804.00		501			Christmas App
23/12/2021	EllisWhittam Limited	SINV029172	3,354.00	3,354.00		501			HR System yr 1 comm Oct 21
23/12/2021	EllisWhittam Limited	SINV029173	188.20	188.20		501			ins for HR system yr 1
23/12/2021	Restore Northampton	CGF10	6,000.00			4170	301	6,000.00	Grant - 'Restore' CGF10
23/12/2021	Delapre Dragons	CCF19	1,500.00			4171	310	1,500.00	Comm Grant CCF19 Delapre Drago
24/12/2021	Veolia ES (UK) Ltd	878522994	213.40	213.40		501			Mayors Fuel April-Oct 21
24/12/2021	My Great First Job	CGF11	6,750.00			4170	301	6,750.00	Grant-My Great First Job CGF11
29/12/2021	Zenoffice Limited	ONTC01	42.46	42.46		501			Photocopier print 01/10-08/11
29/12/2021	Zenoffice Limited	ONTC01_	41.88	41.88		501			Phot copier prints
30/12/2021	Microshade Business Consultant	139202376	1,272.89	1,272.89		501			Accounting Support Dec
30/12/2021	West Northamptonshire Council	List13/12	68,946.99	68,946.99		501			Invoice adjustment of £.50p
31/12/2021	Unity Bank	31/12/21	18.00			4150	115	18.00	Bank Charge Dec 21
Total Payments for Month			135,650.20	91,122.16	0.00			44,528.04	
Balance Carried Fwd			1,335,028.82						
Cashbook Totals			1,470,679.02	91,122.16	0.00			1,379,556.86	

Bank Reconciliation Statement as at 31/12/2021  
for Cashbook 1 - Current Bank A/c

---

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Bank Currebt Account	31/12/2021	2	1,335,028.82
			<u>1,335,028.82</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,335,028.82
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,335,028.82
		Balance per Cash Book is :-	1,335,028.82
		Difference is :-	0.00