

Appendix A

Title	Finance 2023-2024
Authors	Clerk to the Council
Meeting	Western Valley Parish Council Meeting – 14 th December 2023

7.1. To approve payments list for December 2023

Voucher No	Date	Net	VAT	Total	Description	Supplier
50	15/12/2023	162.00	0.00	162.00	Meeting Room Hire	Vale of White Horse District Council
49	15/12/2023	39.96	7.99	47.95	Hosting	Cloud Next Ltd (Refund L White)
48	13/01/2024				PAYE Deductions	HMRC
(SO) 47	13/12/2023	10.30	2.06	12.36	Microsoft 365	Microsoft Ireland Operations Ltd
(SO) 46	13/12/2023	26.00	0.00	26.00	WFH Allowance	Laura White
45	15/12/2023				Salary	Laura White
		563.10	10.05	573.15		

To also approve appropriate transfers between Bank Accounts to move Reserves to the Savings Account, as per the budget.

7.2. To approve regular payments to be made by Standing Order

To approve refunding L White £11.98 for CloudNext Hosting by standing order on the 13th of each month.

This list to be reviewed on the May meeting each year.

7.3. To note receipts, year to 30th November 2023

Voucher No	Date	Net	VAT	Total	Cashed Date	Description	Customer
3	29/11/2023	20,000		20,000	30/11/2023	Harwell transfer	Harwell PC (Part Payment Invoice 1
		20,000		20,000			

7.1. To note the reconciled bank account and reserves balances as at 30th November 2023

A	Bank Reconciliation at 30/11/2023		
	Cash in Hand 01/04/2023		
	ADD Receipts 01/04/2023 - 30/11/2023		70,688.00
	SUBTRACT Payments 01/04/2023 - 30/11/2023		9,768.70
	Cash in Hand 30/11/2023 (per Cash Book)		60,919.30
B	Cash in hand per Bank Statements		
	Petty Cash 31/10/2023	0.00	
	Unity Trust Reserve 31/10/2023	0.00	
	Unity Trust Current 31/10/2023	60,919.30	
			60,919.30
	Less unrepresented payments		
			60,919.30
	Plus unrepresented receipts		
	Adjusted Bank Balance		60,919.30
	A = B Checks out OK		

Current Account Balance: £60,919.30

Reserve Account Balance: £0