# ANDOVER TOWN COUNCIL

Full Council Meeting Agenda
28th October 2019

To the Members of Andover Town Council:

You are hereby summoned to attend an Extraordinary meeting of the Full TOWN COUNCIL called for using the power vested in the Chair of the Parish under the Local Government Act 1972 Schedule 12, Part 2 (9 (1)).

This meeting will be held in The Town Council Office, 68B High St, Andover SP10 1NG on Monday 28th October 2019 at 6.00 pm when it is proposed to transact the following business:-

Wendy R Coulter
Town Clerk – 21st October 2019

# ANDOVER TOWN COUNCIL

Extraordinary Full Council Meeting Agenda
28th October 2019

MEMBERS OF THE PUBLIC ARE WELCOME TO ALL MEETINGS; In line with Andover Town Council's "Recording at Meetings" Policy, Members and the public are requested to note that this meeting will be recorded by the Council, and may also be subject to the recording by members of the public.


**Item 1: Apologies for Absence** 3

**Item 2: Declarations of Interest** 3

**Item 3: Authorisation of Payments - Signatories** 3

**Item 4: Finance** 3

**Item 5: "Breaking the mold" Day** 3

**Item 6: Grant for Makaton Friendly Andover** 4

**Item 7: Grant for Training Youth Workers** 4

**Item 8: Grant for Sensory Christmas Childrens Grotto** 4

**Appendix A: Reconciled Bank Statement up to 31 August 2019** 5

**Appendix B: Cash Book up to 31 August 2019** 10

## Item 1: Apologies for Absence

To receive and accept apologies for absence.

## Item 2: Declarations of Interest

To receive and note any declarations of interests relevant to the agenda.

## Item 3: Authorisation of Payments - Signatories

**Proper Officer**
Due to the resignation of Revd, A Fitchet, replacement signatories are required. To agree and approve Signatories for Authorisation of payments. All signatories will be required to undergo a financial background check by the Town Council's bank, Unity Trust and are required to provide 2 forms of identification.

## Item 4: Finance

**Proper Officer**
To approve the List of Payments up to 9 October 2019 – Already sent to Cllrs.

To approve the Bank Reconciliation up to 31 August 2019 – attached at **Appendix A.**

To approve the Cash Book up to 31 August 2019 – attached at **Appendix B.**

## Item 5: "Breaking the mold" Day

**Proposed: Cllr Rowles, Seconded: Cllr Blackmore**
To instruct the clerk to organise a "Break the mold day" in which all Town Cllrs and Office Team members can attend to help create a business plan for the Town Council, to help define amongst other things the scope, cost, impact, and risk of various ideas put forward by Council Members and office team members. This day will be facilitated FOC by Andrew Middleton at the Town Council Offices. Date to be agreed ASAP with all parties concerned. Members or Officers who are unable to make it can submit written statements.

More details can be found at https://madedifferently.wordpress.com/
Format to be decided on consultation with Andrew.

## Item 6: Grant for Makaton Friendly Andover

**Proposed: Cllr Rowles, Seconded: Cllr Blackmore**

To approve a grant application for under our grants policy. To be sent under separate cover.

## Item 7: Grant for Training Youth Workers

**Proposed: Cllr Rowles, Seconded: Cllr Blackmore**

To approve a grant application for under our grants policy. To be sent under separate cover.

## Item 8: Grant for Sensory Christmas Childrens Grotto

**Proposed: Cllr Rowles, Seconded: Cllr Blackmore**

To approve a grant application for under our grants policy. To be sent under separate cover.

# Appendix A: Reconciled Bank Statement up to 31 August 2019

**A**

## Bank Account Reconciled Statement

**Co-Operative Bank/ Unity Trust Ban 65424087/ 203341 08-60-01**

| | | | |
|---|---|---|---|
| Statement Number | 91 | | |
| Statement Opening Balance | £379,795.60 | Opening Date | 01/08/19 |
| Statement Closing Balance | £363,531.68 | Closing Date | 31/08/19 |
| True/ Cashbook Closing Balance | £363,531.68 | | |

| Date | Cheque/ Ref. | Supplier/ Customer | Debit (£) | Credit (£) | Balance (£) |
|---|---|---|---|---|---|
| 01/08/19 | DDPEACAug2019 | Pan European Asset Company | 767.18 | 0.00 | 379,028.42 |
| 01/08/19 | SOTSORAug2019 | Tony Scrace | 500.00 | 0.00 | 378,528.42 |
| 02/08/19 | BACS: 135467846 | [redacted] | 1,643.52 | 0.00 | 376,884.90 |
| 02/08/19 | BACS: 22293834 | | 903.73 | 0.00 | 375,981.17 |
| 02/08/19 | BACS: 566696760 | | 931.80 | 0.00 | 375,049.37 |
| 02/08/19 | BACS: 664248165 | | 2,517.52 | 0.00 | 372,531.85 |
| 02/08/19 | BACS: 757843678 | | 865.40 | 0.00 | 371,666.45 |
| 02/08/19 | BACS: 767648548 | | 983.71 | 0.00 | 370,682.74 |
| 02/08/19 | DDVFAug2019 | Vodafone Ltd | 26.75 | 0.00 | 370,655.99 |
| 05/08/19 | BACS: 509184190 | H M Revenue & Customs | 2,386.76 | 0.00 | 368,269.23 |
| 05/08/19 | CCAW15 | Allotment Rental | 0.00 | 5.77 | 368,275.00 |
| 05/08/19 | DDMMAug12019 | Marketplace Merchant | 24.50 | 0.00 | 368,250.50 |
| 07/08/19 | | H M Revenue & Customs | 0.00 | 4,361.53 | 372,612.03 |
| 07/08/19 | BACS: 15052930 | Custom Studio Ltd | 35.94 | 0.00 | 372,576.09 |
| 12/08/19 | 249864614 | Pitney Bowes | 25.15 | 0.00 | 372,550.94 |
| 12/08/19 | 725324187 | AquAid South Coast | 31.20 | 0.00 | 372,519.74 |
| 12/08/19 | BACS: 378106007 | Convenient Hire Limited | 614.39 | 0.00 | 371,905.35 |
| 12/08/19 | BACS: 407396494 | The Wildman School of Bushcraft | 240.00 | 0.00 | 371,665.35 |
| 12/08/19 | BACS: 982570712 | M B Pest Services | 400.00 | 0.00 | 371,265.35 |
| 14/08/19 | BankCharge | Unity Trust Bank | 4.20 | 0.00 | 371,261.15 |
| 14/08/19 | DDMAINAUG12019 | Mainstream Digital | 6.27 | 0.00 | 371,254.88 |
| 14/08/19 | DDMAINAUG22019 | Mainstream Digital | 24.98 | 0.00 | 371,229.90 |
| 14/08/19 | DDMMAug22019 | Marketplace Merchant | 19.88 | 0.00 | 371,210.02 |
| 15/08/19 | | Convenient Hire Limited | 87.77 | 0.00 | 371,122.25 |
| 15/08/19 | | Convenient Hire Limited | 87.77 | 0.00 | 371,034.48 |
| 15/08/19 | | Convenient Hire Limited | 87.77 | 0.00 | 370,946.71 |
| 15/08/19 | | Convenient Hire Limited | 87.77 | 0.00 | 370,858.94 |
| 15/08/19 | | Convenient Hire Limited | 87.77 | 0.00 | 370,771.17 |
| 15/08/19 | | Convenient Hire Limited | 87.77 | 0.00 | 370,683.40 |
| 15/08/19 | | Convenient Hire Limited | 87.77 | 0.00 | 370,595.63 |

# Bank Account Reconciled Statement

| | | | | | |
|---|---|---|---|---|---|
| 15/08/19 | | M B Pest Services | 57.16 | 0.00 | 370,538.47 |
| 15/08/19 | | M B Pest Services | 57.14 | 0.00 | 370,481.33 |
| 15/08/19 | | M B Pest Services | 57.14 | 0.00 | 370,424.19 |
| 15/08/19 | | M B Pest Services | 57.14 | 0.00 | 370,367.05 |
| 15/08/19 | | M B Pest Services | 57.14 | 0.00 | 370,309.91 |
| 15/08/19 | | M B Pest Services | 57.14 | 0.00 | 370,252.77 |
| 15/08/19 | | M B Pest Services | 57.14 | 0.00 | 370,195.63 |
| 15/08/19 | 198388143 | Custom Studio Ltd | 35.94 | 0.00 | 370,159.69 |
| 15/08/19 | 331347586 | Mr G Black | 50.00 | 0.00 | 370,109.69 |
| 15/08/19 | BACS: 111472208 | The Drove Allotment Association | 580.00 | 0.00 | 369,529.69 |
| 15/08/19 | BACS: 134328626 | Viking Supplies | 348.07 | 0.00 | 369,181.62 |
| 15/08/19 | BACS: 146073639 | Business Stream | 326.33 | 0.00 | 368,855.29 |
| 15/08/19 | BACS: 154655251 | Grass and Grounds | 504.00 | 0.00 | 368,351.29 |
| 15/08/19 | BACS: 228518121 | AB Computers and Planet PC | 229.99 | 0.00 | 368,121.30 |
| 15/08/19 | BACS: 266094304 | Pitney Bowes | 263.76 | 0.00 | 367,857.54 |
| 15/08/19 | BACS: 273766181 | Surrey Hills Solicitors | 300.00 | 0.00 | 367,557.54 |
| 15/08/19 | BACS: 33696626 | Michelle Young | 8.00 | 0.00 | 367,549.54 |
| 15/08/19 | BACS: 373554960 | Mrs A Deacon | 129.54 | 0.00 | 367,420.00 |
| 15/08/19 | BACS: 39533790 | Custom Studio Ltd | 67.50 | 0.00 | 367,352.50 |
| 15/08/19 | BACS: 490100537 | Heavers Heating Services | 47.00 | 0.00 | 367,305.50 |
| 15/08/19 | BACS: 512433139 | Alto Digital Networks Ltd | 842.50 | 0.00 | 366,463.00 |
| 15/08/19 | BACS: 52854355 | Mr T Beavis | 50.00 | 0.00 | 366,413.00 |
| 15/08/19 | BACS: 561514242 | Mrs Fern Long | 12.97 | 0.00 | 366,400.03 |
| 15/08/19 | BACS: 591113859 | Mr G Lewis | 182.00 | 0.00 | 366,218.03 |
| 15/08/19 | BACS: 631866370 | Mrs Marie Simonds | 50.00 | 0.00 | 366,168.03 |
| 15/08/19 | BACS: 6528305 | Southern Electric | 99.76 | 0.00 | 366,068.27 |
| 15/08/19 | BACS: 663786919 | Heavers Heating Services | 100.58 | 0.00 | 365,967.69 |
| 15/08/19 | BACS: 74619250 | Mrs B Long | 359.07 | 0.00 | 365,608.62 |
| 15/08/19 | BACS: 747396253 | Mr R Rowles | 99.95 | 0.00 | 365,508.67 |
| 15/08/19 | BACS: 821013257 | Grass and Grounds | 612.00 | 0.00 | 364,896.67 |
| 15/08/19 | BACS: 83979355 | Mr J Hanson | 50.00 | 0.00 | 364,846.67 |
| 15/08/19 | BACS: 870414144 | Test Valley Borough Council | 142.00 | 0.00 | 364,704.67 |
| 15/08/19 | BACS: 964907939 | W R Coulter | 10.00 | 0.00 | 364,694.67 |
| 15/08/19 | BACS:311386170 | Mr D Bolland | 50.00 | 0.00 | 364,644.67 |
| 15/08/19 | BACS:4178649 | Mrs B Bradley | 50.00 | 0.00 | 364,594.67 |
| 15/08/19 | BACS:744563009 | AquAid South Coast | 23.40 | 0.00 | 364,571.27 |
| 16/08/19 | DDNESTSEPT2019 | NEST Pensions | 645.71 | 0.00 | 363,925.56 |

# Bank Account Reconciled Statement

| | | | | | |
|---|---|---|---|---|---|
| 16/08/19 | DDSAGEAUG2019 | Sage UK Limited | 13.20 | 0.00 | 363,912.36 |
| 20/08/19 | BACS: | Moores Cleaning Services Ltd | 282.47 | 0.00 | 363,629.89 |
| 20/08/19 | BACS:72530919 | Restore Datashred | 25.92 | 0.00 | 363,603.97 |
| 21/08/19 | CCOWRAug19 | Allotment Rental | 0.00 | 6.33 | 363,610.30 |
| 21/08/19 | DDBGJul12019 | British Gas | 11.68 | 0.00 | 363,598.62 |
| 22/08/19 | DDBESAug2019 | BES Commercial Electricity Ltd | 10.24 | 0.00 | 363,588.38 |
| 30/08/19 | DDBGAug12019 | British Gas | 48.03 | 0.00 | 363,540.35 |
| 30/08/19 | DDBGAug22019 | British Gas | 8.67 | 0.00 | 363,531.68 |

Uncleared and unpresented effects

Total

Signed _____

Chair

_____

Clerk / Responsible Financial Officer

# Statement of your account

unity trust bank
BANK WITH US. BANK ON US.

09130641 | 00692
Miss Wendy Coulter
Andover Town Council
66C High Street
Andover
Hants
SP10 1NG

PO Box 7193, Planetary Road, Willenhall WV1 9DG

To learn more about our convenient and easy to use Internet Banking service, call us today on 0345 140 1000.

If your name and address are incorrect or have changed, please visit **www.unity.co.uk/update-your-details/**

For foreign payments -
Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

09130641 | 00692 | 00001 | 00001 |

Your deposits with Unity Trust Bank are eligible for protection up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about compensation provided by the FSCS, please visit www.FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at www.unity.co.uk/fscs

**Contact us**
Tel. 0345 140 1000
Email: us@unity.co.uk
Web: www.unity.co.uk

Name of account: Andover Town Council
Date: 30 August 2019 Statement 075 (page 1 of 2)
Account number: 20334109 Bank sort code: 608301 Type of account: Current T2

| Date | Details | Payments | Receipts | Balance |
|---|---|---|---|---|
| 30 JUL 19 | Balance brought forward | | | 379,795.60 * |
| 1 AUG 19 | Direct Debit (PEAC UK LTD) | 767.18 | | |
| 1 AUG 19 | S/O to: ANSIRE | 500.00 | | 378,528.42 * |
| 2 AUG 19 | Direct Debit (VODAFONE LTD) | 26.75 | | |
| 2 AUG 19 | [redacted] | 865.40 | | |
| 2 AUG 19 | | 1,643.52 | | |
| 2 AUG 19 | | 2,517.52 | | |
| 2 AUG 19 | | 903.73 | | |
| 2 AUG 19 | | 931.80 | | |
| 2 AUG 19 | | 988.71 | | 370,655.99 * |
| 5 AUG 19 | Direct Debit (MARKETPLACE MERCH | 24.50 | | |
| 5 AUG 19 | B/P to: HMRC Cumbernauld | 2,386.76 | | |
| 5 AUG 19 | FDMS 509663001 AUG 17 | | 5.77 | 368,250.50 * |
| 7 AUG 19 | B/P to: Custom Studio | 35.94 | | |
| 7 AUG 19 | HMRC VAT REPAY | | 4,361.53 | 372,576.09 * |
| 12 AUG 19 | B/P to: AquAid South Coast | 31.20 | | |
| 12 AUG 19 | B/P to: Purchase Power | 25.15 | | |
| 12 AUG 19 | B/P to: TheWildmanSchoolof | 240.00 | | |
| 12 AUG 19 | B/P to: ConvenientHireltd | 614.39 | | |
| 12 AUG 19 | B/P to: MB Pest Services | 400.00 | | 371,265.35 * |
| 14 AUG 19 | Direct Debit (MAINSTREAM DIGITA | 31.25 | | |
| 14 AUG 19 | Direct Debit (FDMS) | 19.88 | | |
| 14 AUG 19 | Manual Credit Handling Charge | 4.20 | | 371,210.02 * |
| 15 AUG 19 | B/P to: G A V A Black | 50.00 | | |
| 15 AUG 19 | B/P to: Mrs A L Deacon | 129.54 | | |
| | Balance carried forward, cont. overleaf | | | 371,030.48 * S |

20546

**You can ask us to send you details of our rates and how we work them out.**
**Abbreviations: * credit balance DR overdrawn S Sub total (intermediate balance)**

Registered Office: Unity Trust Bank plc, Four Brindleyplace, Birmingham B1 2JB. Registered in England and Wales number 1713124

18664 -v02

Name of account: Andover Town Council
Date: 30 August 2019 Statement 075 (page 2 of 2)
Account number: 20334109 Bank sort code: 608301 Type of account: Current T2

| Date | Details | Payments | Receipts | Balance |
|---|---|---|---|---|
| | Balance brought forward | | | 371,030.48 * |
| 15 AUG 19 | B/P to: Michelle Horner | 8.00 | | |
| 15 AUG 19 | B/P to: Viking Payments | 348.07 | | |
| 15 AUG 19 | B/P to: TheDroveAllotmentA | 580.00 | | |
| 15 AUG 19 | B/P to: Test Valley BC | 142.00 | | |
| 15 AUG 19 | B/P to: Surrey Hills Solic | 300.00 | | |
| 15 AUG 19 | B/P to: SSE SouthernElectr | 99.76 | | |
| 15 AUG 19 | B/P to: Mrs M A Simmonds | 50.00 | | |
| 15 AUG 19 | B/P to: Mr R Rowles | 99.95 | | |
| 15 AUG 19 | B/P to: A B Computers | 229.99 | | |
| 15 AUG 19 | B/P to: Purchase Power | 263.76 | | |
| 15 AUG 19 | B/P to: MB Pest Services | 400.00 | | |
| 15 AUG 19 | B/P to: Mrs B Townsend | 359.07 | | |
| 15 AUG 19 | B/P to: Mrs F Long | 12.97 | | |
| 15 AUG 19 | B/P to: Mr G Lewis | 182.00 | | |
| 15 AUG 19 | B/P to: J R Heaver | 100.58 | | |
| 15 AUG 19 | B/P to: J R Heaver | 47.00 | | |
| 15 AUG 19 | B/P to: GrassGrounds | 612.00 | | |
| 15 AUG 19 | B/P to: GrassGrounds | 504.00 | | |
| 15 AUG 19 | B/P to: Custom Studio | 67.50 | | |
| 15 AUG 19 | B/P to: Custom Studio | 35.94 | | |
| 15 AUG 19 | B/P to: Wendy R Coulter | 10.00 | | |
| 15 AUG 19 | B/P to: ConvenientHireltd | 614.39 | | |
| 15 AUG 19 | B/P to: Business Stream | 326.33 | | |
| 15 AUG 19 | B/P to: Mrs B Bradley | 50.00 | | |
| 15 AUG 19 | B/P to: Mr D Bolland | 50.00 | | |
| 15 AUG 19 | B/P to: Mr J Hanson | 50.00 | | |
| 15 AUG 19 | B/P to: Mr T Beavis | 50.00 | | |
| 15 AUG 19 | B/P to: AquAid South Coast | 23.40 | | |
| 15 AUG 19 | B/P to: Alto Digital | 842.50 | | 364,571.27 * |
| 16 AUG 19 | Direct Debit (SAGE SOFTWARE LTD | 13.20 | | |
| 16 AUG 19 | Direct Debit (NEST) | 645.71 | | 363,912.36 * |
| 20 AUG 19 | B/P to: Moores Cleaning | 282.47 | | |
| 20 AUG 19 | B/P to: RestoreDatashred | 25.92 | | 363,603.97 * |
| 21 AUG 19 | Direct Debit (BRIT GAS BUSINESS | 11.68 | | |
| 21 AUG 19 | FDMS 509663001 COR | | 6.83 | 363,598.62 * |
| 22 AUG 19 | Direct Debit (BES ELECTRICITY) | 10.24 | | 363,588.38 * |
| 30 AUG 19 | Direct Debit (BRIT GAS BUSINESS | 48.03 | | |
| 30 AUG 19 | Direct Debit (BRIT GAS BUSINESS | 8.67 | | 363,531.68 * |
| | Balance carried forward | | | 363,531.68 * |

**You can ask us to send you details of our rates and how we work them out.**
**Abbreviations: * credit balance DR overdrawn S sub total (intermediate balance)**

Registered Office : Unity Trust Bank plc, Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales Number 1713124

# Appendix B: Cash Book up to 31 August 2019

**B**

## Financial Statement - Cashbook

Statement between 01/04/19 and 31/08/19 inclusive.

Balances at the start of the year

**Ordinary Accounts**

| | |
|---|---|
| Co-Operative Bank/ Unity Trust Bank | £319,531.92 |
| Deposits Unity Trust | £5,191.60 |
| Petty Cash Account | £0.00 |
| Petty Cash Card Unity | £40.22 |
| Total | £324,763.74 |

| RECEIPTS | Net (£) | Vat (£) | Gross (£) |
|---|---|---|---|
| Amenities & Town Development | | | |
| 3025 Town Development | 2,030.00 | 0.00 | 2,030.00 |
| Amenities & Town Development Total | 2,030.00 | 0.00 | 2,030.00 |
| Policy & Resources | | | |
| 36 Business Rates Refund | 0.00 | 0.00 | 0.00 |
| 99 Heating & Lighting | 0.00 | 0.00 | 0.00 |
| 3000 Precept | 159,689.00 | 0.00 | 159,689.00 |
| 3001 TVBC Tax band Grant | 0.00 | 0.00 | 0.00 |
| 3010 Bank Interest | 0.00 | 0.00 | 0.00 |
| 3020 Grants Received | 0.00 | 0.00 | 0.00 |
| 3021 CIL Monies | 5,561.42 | 0.00 | 5,561.42 |
| 3100 VAT Refund | 12,922.42 | 0.00 | 12,922.42 |
| 3110 VAT Overclaim | 0.00 | 0.00 | 0.00 |
| 3115 VAT Write Off | 0.00 | 0.00 | 0.00 |
| 3116 IT Equipment | 0.00 | 0.00 | 0.00 |
| 3339 Mayors Events | 0.00 | 0.00 | 0.00 |
| 3998 Funds held for Youth Council | 0.00 | 0.00 | 0.00 |
| 3999 Funds held for Neighbourhood Plan | 0.00 | 0.00 | 0.00 |
| 4000 Defibrillator | 0.00 | 0.00 | 0.00 |
| 4210 Waste Removal | 0.00 | 0.00 | 0.00 |
| 4211 Photocopying | 0.00 | 0.00 | 0.00 |
| 4212 Payroll | 96.05 | 0.00 | 96.05 |
| Policy & Resources Total | 178,268.89 | 0.00 | 178,268.89 |
| Allotments | | | |
| 3050 Allotment Rents | 1,114.64 | 0.00 | 1,114.64 |
| 3051 Allotment Rents | 0.00 | 0.00 | 0.00 |
| 3052 Deposit Credit Interest | 10.29 | 0.00 | 10.29 |
| 3053 Deposit direct payment | 0.00 | 0.00 | 0.00 |
| Allotments Total | 1,124.93 | 0.00 | 1,124.93 |
| Total Receipts | 181,423.82 | 0.00 | 181,423.82 |

| PAYMENTS | Net (£) | Vat (£) | Gross (£) |
|---|---|---|---|
| Amenities & Town Development | | | |
| 4190 Grants | 1,000.00 | 0.00 | 1,000.00 |
| 4700 Town Centre Development | 17,751.36 | 1,562.28 | 19,313.64 |
| Amenities & Town Development Total | 18,751.36 | 1,562.28 | 20,313.64 |
| Policy & Resources | | | |

# Financial Statement - Cashbook

Statement between 01/04/19 and 31/08/19 inclusive.

| | | | |
|---|---|---|---|
| 400 IT Equipment | 0.00 | 0.00 | 0.00 |
| 4000 Corporate Management | 7,916.45 | 1,375.81 | 9,292.26 |
| 4100 Democratic Representation | 1,418.84 | 160.00 | 1,578.84 |
| 4180 Other Services to the Public | 48.00 | 9.60 | 57.60 |
| 4200 Administration Rechargeable Staffing | 68,566.54 | 727.31 | 69,293.85 |
| 4204 New Building Fund | 0.00 | 0.00 | 0.00 |
| 4205 Bus Shelters | 0.00 | 0.00 | 0.00 |
| 4210 Administration Rechargeable | 22,722.98 | 1,541.08 | 24,264.06 |
| Policy & Resources Total | 100,672.81 | 3,813.80 | 104,486.61 |
| Allotments | | | |
| 3052 Deposits Expenditure | 0.00 | 0.00 | 0.00 |
| 4500 Allotment Service | 11,476.85 | 1,136.67 | 12,613.52 |
| Allotments Total | 11,476.85 | 1,136.67 | 12,613.52 |
| Total Payments | 130,901.02 | 6,512.75 | 137,413.77 |

Closing Balances

**Ordinary Accounts**

| | |
|---|---|
| Co-Operative Bank/ Unity Trust Bank | £363,531.68 |
| Deposits Unity Trust | £5,201.89 |
| Petty Cash Account | £0.00 |
| Petty Cash Card Unity | £40.22 |
| Total | £368,773.79 |

Uncleared and Unpresented effects

Statement Closing Balances

**Ordinary Accounts**

| | |
|---|---|
| Co-Operative Bank/ Unity Trust Bank | £363,531.68 |
| Deposits Unity Trust | £5,201.89 |
| Petty Cash Account | £0.00 |
| Petty Cash Card Unity | £40.22 |
| Total | £368,773.79 |