**Schedule of payments since the last meeting**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Payee** | **Cheque**  | **Cost Centre** | **Amount** |
| 1.3.23 | PWLB | DD | PWLB | 1,423.38  |
| 15.3.23 | E Simpson (Salary Feb & March) + expenses (stamps) | BACS | Salaries & associated costs | 480.50 |
| 15.3.23 | E Simpson Office Allowance (Feb & March) | BACS | Salaries & associated costs | 26.66 |
| 15.3.23 | HMRC (Tax E Simpson Dec & Jan) | 814 | Salaries & associated costs | 118.60 |
|  |  |  | **TOTAL** | **£2,049.14** |

**Latest bank reconciliation**

|  |  |  |
| --- | --- | --- |
| Bank Reconciliation 28th February 2023 |  |  |
| Balance per bank statement  |  |  |
|  |  |  |
|  |  |  |
| **Closing balance 28th February 2023** | 17,405.05 |  |
|  |  |  |
| **Add: outstanding receipts** | 0.00 |  |
| **Less: outstanding payments** | -200.00 | Cheque 811 and 813 |
|  |  |  |
| **Net balances**  | 17,205.05 |  |
|  |  |  |
| **Cashbook** (balance as of 1st April 2022) | 10,612.89 |  |
| Add receipts (from 1st April – 28th Feb 2023) | 13,200 |  |
| Less payments (from 1st April – 28th Feb 2023) | -6607.84 |  |
| **Net balance** | **17205.05** |  |