Chigwell Parish Council

Prepared by: RFO Date: 06/07/26

Name and Role (Clerk/RFO etc)

Approved by: ______________________ Date: __________

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/06/2026			
	Cash in Hand 01/04/2026			455,448.63
	ADD Receipts 01/04/2026 - 30/06/2026			242,416.27
				697,864.90
	SUBTRACT Payments 01/04/2026 - 30/06/2026			140,807.29
A	**Cash in Hand 30/06/2026** (per Cash Book)			**557,057.61**
	Cash in hand per Bank Statements			
	CHQ / Cash Control Account	30/06/2026	400.00	
	Control account for Credit Note	30/06/2026	0.00	
	Unity Current Account T2	30/06/2026	31,187.90	
	Unity T Bank-LLoyds Debit Card C	30/06/2026	0.00	
	Adjustments Control Account	30/06/2026	0.00	
	Charity Bank 40 Day Notice A/C at	30/06/2026	35,092.21	
	Charity Bank 1 Year Fixed Rate A/	30/06/2026	85,000.00	
	Stripe account	30/06/2026	0.00	
	Cambridge 1 Year Fixed Rate A/c 1	30/06/2026	85,000.00	
	Virgin Money 120 Day Notice a/c 3	30/06/2026	120,499.51	
	Instant Access Savings Account	30/06/2026	113,308.23	
	Cambridge 30 Day at 3.80%(3.73%	30/06/2026	86,533.53	
	Current T2 Payroll Unity 20548005	30/06/2026	36.23	
				557,057.61
	Less unpresented payments			
				557,057.61
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**557,057.61**
	A = B Checks out OK			

Chigwell Parish Council

BANK ACCOUNTS

CHQ / Cash Control Account	£400.00
Control account for Credit Note	
Unity Current Account T2	£31,187.90
Unity T Bank-LLoyds Debit Card Co	
Adjustments Control Account	
Charity Bank 40 Day Notice A/C at :	£35,092.21
Charity Bank 1 Year Fixed Rate A/c	£85,000.00
Stripe account	
Cambridge 1 Year Fixed Rate A/c 1!	£85,000.00
Virgin Money 120 Day Notice a/c 3.:	£120,499.51
Instant Access Savings Account	£113,308.23
Cambridge 30 Day at 3.80%(3.73%	£86,533.53
Current T2 Payroll Unity 20548005	£36.23
Total in Banks	**557,057.61**
Cash	
GRAND TOTAL (Banks and Cash)	**£557,057.61**

Chigwell Parish Council

RECONCILIATION - CHQ / Cash Control Account 29-06-2026

From Accounts	£400.00
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£400.00**

06 July 2026 (2026-2027)

Chigwell Parish Council

Transactions for CHQ / Cash Control Account

Voucher	Date	Chq/Rec	Description	Supplier	Total	Balance	Cashed
			STARTING BALANCE			580.00	
45	02/04/2026	Voucher	Refunded VH29/3/26V0629	V0629	-400.00	180.00	22/04/2026
46	09/04/2026	107075	FY26/27 GL4		60.00	240.00	22/04/2026
47	09/04/2026	107076	FY26/27 LF22		60.00	300.00	22/04/2026
48	09/04/2026	107077	FY26/27 GL18A		40.00	340.00	22/04/2026
49	10/04/2026	107078	Re open fee	H. L. Hawes & Sc	760.00	1,100.00	22/04/2026
50	13/04/2026	107079	Re open fee	H. L. Hawes & Sc	1,375.00	2,475.00	22/04/2026
51	20/04/2026	107080	Memorial Permit	Cemetery Memor	5.00	2,480.00	22/04/2026
52	20/04/2026	107081	V0628 VH26/04/26	V0628	400.00	2,880.00	22/04/2026
129833	28/04/2026		Transfer to Unity Current Account T2		-2,480.00	400.00	28/04/2026
70	01/05/2026	Voucher	V0628 VH26/04/26	V0628	-400.00		01/05/2026
69	07/05/2026	107082	26/27 11months LF27		65.00	65.00	07/05/2026
85	15/05/2026	107083	Grave 548 memorial add description	Cemetery Memor	95.00	160.00	15/05/2026
86	15/05/2026	107084	Grave 227 transfer ERoB		90.00	250.00	15/05/2026
89	18/05/2026	107085	VH06/06/26V0645		195.00	445.00	18/05/2026
90	19/05/2026	107086	Grave856/Funeral20/05/26	H. L. Hawes & Sc	2,135.00	2,580.00	19/05/2026
91	19/05/2026	107087	Grave868/Funeral14/07/26	H. L. Hawes & Sc	2,315.00	4,895.00	19/05/2026
93	19/05/2026	107087	Grave868/Funeral14/07/26	H. L. Hawes & Sc	-2,315.00	2,580.00	19/05/2026
94	19/05/2026	107087	Grave868/Funeral14/07/26	H. L. Hawes & Sc	2,135.00	4,715.00	19/05/2026
95	19/05/2026	#91Receipt 10	Invoice correction due typo #91	H. L. Hawes & Sc		4,715.00	19/05/2026
109	26/05/2026	107088	26/05/26 Digging Grave 1416	W English FD	1,580.00	6,295.00	26/05/2026
131932	27/05/2026		Transfer to Unity Current Account T2			6,295.00	27/05/2026
131934	27/05/2026		Transfer to Unity Current Account T2			6,295.00	27/05/2026
131937	27/05/2026		Transfer to Unity Current Account T2		-6,295.00		27/05/2026
124	03/06/2026	107089	VH 06/06/26 V0645	V0645	400.00	400.00	03/06/2026
125	05/06/2026	107090	VH14/06/26 V0642	V0642	400.00	800.00	05/06/2026
123	09/06/2026	107091	H/1887 Funeral 12 06 26	H. L. Hawes & Sc	2,135.00	2,935.00	09/06/2026
135	11/06/2026	Voucher	vh06/06/26 v0645	V0645	-400.00	2,535.00	11/06/2026
136	15/06/2026	107092	VH21/06/26 V0640/650	V0640/650	400.00	2,935.00	15/06/2026
137	16/06/2026	107093	Grave 150 Section A	Cemetery Memor	95.00	3,030.00	16/06/2026
148	17/06/2026	Voucher	Refundable key&Damage V0642	V0642	-400.00	2,630.00	17/06/2026
149	22/06/2026	Voucher	Refundable key&Damage V0650	V0650	-400.00	2,230.00	22/06/2026
134429	24/06/2026		Transfer to Unity Current Account T2		-2,230.00		24/06/2026
160	29/06/2026	107094	V0627 VH 04/07/26	V0627	400.00	400.00	29/06/2026
			CLOSING BALANCE			400.00	
				Bank statement should		£400.00	

Chigwell Parish Council

RECONCILIATION - Virgin Money 120 Day Notice a/c 3.50% 30-06-2026

From Accounts	£120,499.51
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£120,499.51**

Chigwell Parish Council

Transactions for Virgin Money 120 Day Notice a/c 3.50%

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE				
131398	18/05/2026		Transfer from Unity Current Account T2		120,000.00	120,000.00	18/05/2026
122	29/05/2026	DD	Virgin Gross Interest 05/26	Virgin Money Banl	158.79	120,158.79	29/05/2026
159	30/06/2026	DD	Bank Interest	Virgin Money Banl	340.72	120,499.51	30/06/2026
			CLOSING BALANCE			**120,499.51**	
				Bank statement should show	**£120,499.51**		

Chigwell Parish Council

RECONCILIATION - Cambridge 30 Day at 3.80%(3.73% Jan 26) 30-06-2026

From Accounts	£86,533.53
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£86,533.53**

Chigwell Parish Council

Transactions for Cambridge 30 Day at 3.80%(3.73% Jan 26)

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			**85,732.71**	
68	30/04/2026	DD	Bank Interest	CC Bank - Investn	263.19	85,995.90	30/04/2026
121	31/05/2026	DD	Interest gross 3.74% Cambridge 30 Day	CC Bank - Investn	272.80	86,268.70	31/05/2026
158	30/06/2026	DD	Bank Interest	CC Bank - Investn	264.83	86,533.53	30/06/2026
			CLOSING BALANCE			**86,533.53**	

Bank statement should show **£86,533.53**

Chigwell Parish Council

RECONCILIATION - Charity Bank 40 Day Notice A/C at 3.06% pa gross 30-06-2026

From Accounts	£35,092.21
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£35,092.21**

Chigwell Parish Council

Transactions for Charity Bank 40 Day Notice A/C at 3.06% pa gross

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			**5,945.93**	
131399	18/05/2026		Transfer from Unity Current Account T2		29,000.00	34,945.93	18/05/2026
157	30/06/2026	DD	Bank Interest	Charity Bank	146.28	35,092.21	30/06/2026
			CLOSING BALANCE			**35,092.21**	

Bank statement should show **£35,092.21**

Chigwell Parish Council

RECONCILIATION - Cambridge 1 Year Fixed Rate A/c 15044602 4.25% m/d 11/9/26 30-06-2026

From Accounts	£85,000.00
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£85,000.00**

Chigwell Parish Council

RECONCILIATION - Charity Bank 1 Year Fixed Rate A/c at 3.71% pa gross m/d 08/26 30-06-2026

From Accounts	£85,000.00
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£85,000.00**

Chigwell Parish Council

RECONCILIATION - Instant Access Savings Account 30-06-2026

From Accounts	£113,308.23
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£113,308.23**

Chigwell Parish Council

Transactions for Instant Access Savings Account

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			**174,402.32**	
129345	09/04/2026		Transfer to Current T2 Payroll Unity 20548005		-14,550.00	159,852.32	09/04/2026
129321	10/04/2026		Transfer to Unity Current Account T2		-7,100.00	152,752.32	10/04/2026
129326	20/04/2026		Transfer to Unity Current Account T2		-27,500.00	125,252.32	20/04/2026
132817	08/05/2026		Transfer to Current T2 Payroll Unity 20548005		-14,496.00	110,756.32	08/05/2026
131371	15/05/2026		Transfer from Unity Current Account T2		11,500.00	122,256.32	15/05/2026
131372	15/05/2026		Transfer from Unity Current Account T2		18,500.00	140,756.32	15/05/2026
135759	10/06/2026		Transfer to Current T2 Payroll Unity 20548005		-14,598.00	126,158.32	10/06/2026
134301	12/06/2026		Transfer to Unity Current Account T2		-13,500.00	112,658.32	12/06/2026
156	30/06/2026	DD	Bank Interest	UNITY TRUS BAN	649.91	113,308.23	30/06/2026
			CLOSING BALANCE			**113,308.23**	

Bank statement should show **£113,308.23**

Chigwell Parish Council

RECONCILIATION - Current T2 Payroll Unity 20548005 30-06-2026

From Accounts	£36.23
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£36.23**

Chigwell Parish Council

Transactions for Current T2 Payroll Unity 20548005

Voucher	Date	Chq/Rec No.	Description	Supplier	Total	Balance	Cashed date
			STARTING BALANCE			**5.82**	
129345	09/04/2026		Transfer from Instant Access Savings Account		14,550.00	14,555.82	09/04/2026
97	10/04/2026	BACS	CPC Net Salary April 2026	Chigwell Parish Co	-14,496.68	59.14	10/04/2026
52	30/04/2026	BACS	Bank charges	UNITY TRUS BAN	-8.05	51.09	30/04/2026
132817	08/05/2026		Transfer from Instant Access Savings Account		14,496.00	14,547.09	08/05/2026
191	11/05/2026	BACS	CPC Net Salary May	Chigwell Parish Co	-14,495.48	51.61	11/05/2026
190	31/05/2026	DD	BANK CHARGE A/C 20548005	UNITY TRUS BAN	-8.05	43.56	31/05/2026
135759	10/06/2026		Transfer from Instant Access Savings Account		14,598.00	14,641.56	10/06/2026
279	11/06/2026	BACS	CPC Net Salary May	Chigwell Parish Co	-14,597.28	44.28	11/06/2026
278	30/06/2026	DD	Bank charges	UNITY TRUS BAN	-8.05	36.23	30/06/2026
			CLOSING BALANCE			**36.23**	

Bank statement should show **£36.23**

Chigwell Parish Council

RECONCILIATION - Unity Current Account T2 30-06-2026

From Accounts	£31,187.90
Payments not cashed . . . . . Add	
Receipts not entered . . . . . Subtract	
Statement should be	**£31,187.90**

Chigwell Parish Council

Transactions for Unity Current Account T2

Voucher	Date	Chq/R	Description	Supplier	Total	Balance	Cashed
	31.05.2026		STARTING BALANCE			19,573.76	
197	02/06/2026	DD	Agreement 517040 01/6/26-31/8/26 Cem	Francotyp Postalia	-64.80	19,508.96	02/06/2026
202	03/06/2026	DD	BROADBAND	BT	-379.85	19,129.11	03/06/2026
193	04/06/2026	DD	People First payroll software	MHR International l		19,129.11	04/06/2026
133633	04/06/2026		Transfer from Stripe account		186.54	19,315.65	04/06/2026
126	05/06/2026	BACS	VH24/05/26V0644	V0644	-225.00	19,090.65	05/06/2026
130	05/06/2026	BACS	VH23/05/26 V0634	V0634	-350.00	18,740.65	05/06/2026
132	10/06/2026	BACS	VH31/05/26 V0646	V0646	-400.00	18,340.65	10/06/2026
198	10/06/2026	DD	Charge for property 26/27	Epping Forest DC	-183.00	18,157.65	10/06/2026
199	10/06/2026	DD	Charge for property 26/27	Epping Forest DC	-948.00	17,209.65	10/06/2026
200	10/06/2026	DD	Charge for property 26/27	Epping Forest DC	-384.00	16,825.65	10/06/2026
133	11/06/2026	BACS	Section J Grave 6196 ERoB Grant 8086	Heartfelt Funeral Co	8,650.00	25,475.65	11/06/2026
134	11/06/2026	BACS	Section J/6196 Funeral 29 06 2026 at 11:30 an	Heartfelt Funeral Co		25,475.65	11/06/2026
139	11/06/2026	BACS	Additional hrs VH26/6/26 V0650	V0650	78.75	25,554.40	11/06/2026
201	11/06/2026	DD	Estimated consum 20.91m3 19/5/26-01/07/26	Clear Business	-37.07	25,517.33	11/06/2026
140	12/06/2026	BACS	Rent piece of land	Cluttons	1,794.92	27,312.25	12/06/2026
203	12/06/2026	DD	Superannuation Payments	NEST PENSION FU	-778.90	26,533.35	12/06/2026
134301	12/06/2026		Transfer from Instant Access Savings Account		13,500.00	40,033.35	12/06/2026
141	15/06/2026	BACS	Funeral 04/06/26 Grave 1408	Co-op Funeralcare,	2,135.00	42,168.35	15/06/2026
204	15/06/2026	DD	RENAULT KANGOO ML19 lease	Vanarama	-227.81	41,940.54	15/06/2026
205	15/06/2026	BACS	Pest Control	CLINIKIL ADVANCI	-250.00	41,690.54	15/06/2026
206	15/06/2026	BACS	ICCM Membership 26/27	ICCM	-110.00	41,580.54	15/06/2026
207	15/06/2026	BACS	May	HMRC	-5,715.12	35,865.42	15/06/2026
208	15/06/2026	BACS	Mob charge & 07- 3CX Phone System 8SC Prc	Ice Media London L	-318.11	35,547.31	15/06/2026
209	15/06/2026	BACS	Superannuation Payments	Essex Pension Fun	-2,589.48	32,957.83	15/06/2026
210	15/06/2026	BACS	Plot 1416(6') Funeral 26/05/26	L&J Hall Digging Se	-1,030.00	31,927.83	15/06/2026
211	15/06/2026	BACS	26/27 Allotments membership	The National Allotm	-84.00	31,843.83	15/06/2026
212	15/06/2026	BACS	CPC Uniform black	Direct Boot	-208.80	31,635.03	15/06/2026
213	15/06/2026	BACS	CPC PPE for staff	Direct Boot	-393.16	31,241.87	15/06/2026
214	15/06/2026	BACS	IT managed service charges	Ice Media London L	-607.50	30,634.37	15/06/2026
215	15/06/2026	BACS	Phone system recordings	Ice Media London L	-120.00	30,514.37	15/06/2026
216	15/06/2026	BACS	26/27 RCCE Annual membership	Rural Community C	-163.80	30,350.57	15/06/2026
217	15/06/2026	BACS	Phone system recordings	Ice Media London L	-120.00	30,230.57	15/06/2026
218	15/06/2026	BACS	2026/27 Affiliation Fees	Essex Assoc. of Lc	-1,618.92	28,611.65	15/06/2026
134307	16/06/2026		Transfer to Unity T Bank-LLoyds Debit Card Cc		-1,019.94	27,591.71	16/06/2026
138	17/06/2026	BACS	Z 1793	Co-op Funeralcare,	310.00	27,901.71	17/06/2026
219	17/06/2026	DD	NEED THE INVOICE	Epping Forest Distr	-37.28	27,864.43	17/06/2026
220	17/06/2026	BACS	Mower maintenance work	Ernest Doe & Sons	-260.03	27,604.40	17/06/2026
221	18/06/2026	DD	1.2kWh April a/c10370675	ENGIE	-69.77	27,534.63	18/06/2026
142	19/06/2026	BACS	Section Z Grave 1768 Funeral 11 06 2026	Albert English Fune	2,135.00	29,669.63	19/06/2026
143	19/06/2026	BACS	The Grant of ERoB Grave 1902 Section H	Woodford Green Fu	1,770.00	31,439.63	19/06/2026
144	19/06/2026	BACS	Grave 1902 Funeral 23 06 2026	Woodford Green Fu	1,720.00	33,159.63	19/06/2026
145	19/06/2026	BACS	Grave6108_6109 ERoB await invoice	6108 6109	90.00	33,249.63	19/06/2026
222	19/06/2026	DD	LF Servive and water usage May 2026 a/ 2534	Castle Water	-17.13	33,232.50	19/06/2026
223	19/06/2026	BACS	ICCM Training Course ERoB 20 05 2026	Council Wise	-230.40	33,002.10	19/06/2026
224	19/06/2026	BACS	Shoring equipment annual inspection and servi	Teleshore UK Ltd	-878.58	32,123.52	19/06/2026
225	19/06/2026	BACS	Final cost to close stage 2	Leigh Day	-2,238.00	29,885.52	19/06/2026
150	22/06/2026	BACS	VH19/09/26V0651	CROADS	315.00	30,200.52	22/06/2026
226	22/06/2026	DD	1M3water usage May a/c2363028	Castle Water	-8.82	30,191.70	22/06/2026
227	22/06/2026	DD	GL36m3usage May26a/c2504633	Castle Water	-108.99	30,082.71	22/06/2026
228	22/06/2026	DD	416.2kWh May a/c10391830	ENGIE	-71.15	30,011.56	22/06/2026
229	22/06/2026	DD	585.0kWh May a/c10392030	ENGIE	-115.63	29,895.93	22/06/2026
151	23/06/2026	BACS	PIR Grave 6171 Section J		11,550.00	41,445.93	23/06/2026
152	24/06/2026	BACS	Section X - Grave 1466	Daniel Robinson &	95.00	41,540.93	24/06/2026
230	24/06/2026	BACS	QTR Rent for a piece of Land at Chigwell Villac	Epping Forest Distr	-750.00	40,790.93	24/06/2026

231	24/06/2026	BACS	Materials to remedial works	Lawsons (Whetstor	-1,443.71	39,347.22	24/06/2026
232	24/06/2026	BACS	Materials to remedial works	Stone Warehouse	-1,352.06	37,995.16	24/06/2026
233	24/06/2026	BACS	QTR Rent for a piece of Land at Chigwell Villag	Epping Forest Distr	-147.46	37,847.70	24/06/2026
134429	24/06/2026		Transfer from CHQ / Cash Control Account		2,230.00	40,077.70	25/06/2026
153	25/06/2026	BACS	Grave 1890 Section H	Dave's Stone Memo	230.00	40,307.70	25/06/2026
254	25/06/2026	DD	One phone final inv service termination	BT	-6.00	40,301.70	25/06/2026
255	25/06/2026	BACS	CPC Internal audit 25/26	Mulberry Local Auth	-326.52	39,975.18	25/06/2026
256	25/06/2026	BACS	Hire Kubota,JCB FOR 1WEEK	South East Plant Hi	-723.00	39,252.18	25/06/2026
257	26/06/2026	DD	742.5kWh May a/c10370674	ENGIE	-373.89	38,878.29	26/06/2026
258	26/06/2026	DD	other charges and adjustments May ac103706	ENGIE	-71.60	38,806.69	26/06/2026
259	26/06/2026	DD	242.7kWh May ac10370677	ENGIE	-177.34	38,629.35	26/06/2026
260	26/06/2026	DD	568.1kWh May a/c10370749	ENGIE	-338.15	38,291.20	26/06/2026
261	26/06/2026	BACS	H&S Action:outstanding matter Signage Purcha	Value Products Ltd	-158.64	38,132.56	26/06/2026
262	26/06/2026	DD	Teleset Postage	Francotyp Postalia	-20.00	38,112.56	26/06/2026
263	30/06/2026	DD	People First payroll software	MHR International l	-141.94	37,970.62	30/06/2026
264	30/06/2026	BACS	M18 Cordless Grease Gun Bare	TRADE UK / SCRE	-169.99	37,800.63	30/06/2026
265	30/06/2026	BACS	Materials to fix CH Fire exit	TRADE UK / SCRE	-78.34	37,722.29	30/06/2026
266	30/06/2026	BACS	CH/VH replaced toilet seats	TRADE UK / SCRE	-27.99	37,694.30	30/06/2026
267	30/06/2026	BACS	CPC Tool Kit	TRADE UK / SCRE	-46.74	37,647.56	30/06/2026
268	30/06/2026	BACS	Topsoil for Funeral 07/05/26	TRADE UK / SCRE	-35.62	37,611.94	30/06/2026
269	30/06/2026	BACS	3x1100bins emptied&rental charges	RWR (Commercial)	-332.28	37,279.66	30/06/2026
270	30/06/2026	BACS	2X1100ltr Bins emptied & rental charges	RWR (Commercial)	-211.10	37,068.56	30/06/2026
271	30/06/2026	BACS	CPC Chair name plates	Re North London	-49.66	37,018.90	30/06/2026
272	30/06/2026	BACS	Scribe package renewal 26/27	Scribe Accounts	-2,476.80	34,542.10	30/06/2026
273	30/06/2026	BACS	Plot 1408 Funeral 04 06 26	L&J Hall Digging Se	-1,950.00	32,592.10	30/06/2026
274	30/06/2026	BACS	HR10hrs@£90.00	Haypex HR Service	-1,080.00	31,512.10	30/06/2026
275	30/06/2026	BACS	stationery,paper,folders	VIKING RAJA GRC	-295.45	31,216.65	30/06/2026
276	30/06/2026	DD	Bank charges	UNITY TRUS BANK	-12.00	31,204.65	30/06/2026
277	30/06/2026	DD	Bank charges	UNITY TRUS BANK	-16.75	31,187.90	30/06/2026
			CLOSING BALANCE			**31,187.90**	

Bank statement should show **£31,187.90**

Created by **Scribe**