­­­1st November 2023

Dear Councillor

**Monthly Finances summary for review and approval at the next Council Meeting**

1. Payments have been logged for November and await approval of outstanding invoices. (Document 1 – Payments List)
2. Receipts received in month (**Doc 2 – Receipts List**) - Nil­­­­
3. **Doc 3 Bank Statement -** Unity Trust bank Balance £58587.69

HSBC Current Account Balance £ 985.00

HSBC Savings Account Balance £ 29148.10

1. **Doc 4a Bank Reconciliation -** complete and no issues.

Doc 4b Uncashed Payments totalling £ Nil

Doc 4c Uncashed Receipts totalling £Nil

1. **Doc 5 Net Position Report**

1. **Doc 6 Reserves Balance Report**
2. **Doc 7 Outstanding Purchase Order List** Nil

Kind regards

*Charmaine*

Charmaine Swift

Parish Clerk & RFO