

Rugeley Town Council

8 April 2024 (2023 - 2024)

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/12/2023		
	Cash in Hand 01/04/2023	472,543.45
	ADD	
	Receipts 01/04/2023 - 31/12/2023	413,432.73
	SUBTRACT	
	Payments 01/04/2023 - 31/12/2023	885,976.18
		526,337.65
A	Cash in Hand 31/12/2023 (per Cash Book)	359,638.53
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	Cash in hand per Bank Statements	
	Petty Cash 31/12/2023	650.00
	Current Bank A/c 31/12/2023	102,537.54
	CCLA Public Sector Deposit A/c 31/12/2023	286,408.41
	Petty Cash - TC 31/12/2023	99.95
	Petty Cash - RT 31/12/2023	200.00
	Petty Cash - Coffee Bar 31/12/2023	50.00
		389,945.90
	Less unrepresented payments	30,307.37
		359,638.53
	Plus unrepresented receipts	
B	Adjusted Bank Balance	359,638.53
<hr/>		
A = B Checks out OK		



Administration Office
Rugeley Town Council
Rugeley
United Kingdom
WS15 2AA

Your Account

BUSINESS EXTRA

01 December 2023 to 31 December 2023

Money In	£15,888.15	Balance on 01 December 2023	£133,617.69
Money Out	£50,202.56	Balance on 31 December 2023	£99,470.44

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Dec 23	COOPERS WASTE MAN	DD		167.16	133,617.69
04 Dec 23	CREATIVE PERFORMAN	FPI	42.50		133,660.19
04 Dec 23	Zettle_*CRUMBS (RU CD	DEB		31.70	133,628.49
04 Dec 23	500001	DEP	30.00		133,658.49
05 Dec 23	1ST ARM SCOUTSGP 1ST ARMITAGE PANTO	FPI	950.00		134,608.49
05 Dec 23	STUDIO 5 BUSINESS STUDIO 5 STAGE SCH	FPI	38.00		134,646.49
06 Dec 23	CREATIVE PERFORMAN	FPI	454.50		135,100.99
06 Dec 23	BLUEPRINT DESIGNS 10745	FPI	21.00		135,121.99
07 Dec 23	MR C M MANTLE	FPO		292.50	134,829.49
07 Dec 23	KAYLEY LYCETT	FPO		150.00	134,679.49
07 Dec 23	RHEA PEARSON	FPO		150.00	134,529.49
07 Dec 23	SHIRLEY RK	FPI	204.00		134,733.49
07 Dec 23	BUNCHES CD	DEB		28.49	134,705.00
08 Dec 23	GBS MPFT	BGC	374.00		135,079.00
08 Dec 23	000836	PAY		132.91	134,946.09
11 Dec 23	SUMUP PAYMENTS ACC MCP	FPI	653.09		135,599.18

(Continued on next page)

BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
12 Dec 23	SCC COUNTY FUND STAFFSCC	BGC	151.40		135,750.58
13 Dec 23	TICKETSOURCE LTD	FPI	3,883.00		139,633.58
14 Dec 23	SCC COUNTY FUND STAFFSCC	BGC	69.10		139,702.68
14 Dec 23	MAINSTREAM DIGITAL	DD		126.42	139,576.26
14 Dec 23	500251	DEP	1,172.65		140,748.91
14 Dec 23	500252	DEP	74.32		140,823.23
15 Dec 23	500253	DEP	490.00		141,313.23
15 Dec 23	500253	DEP	1,075.00		142,388.23
15 Dec 23	CITY ELECTRICAL FA	FPO		2,088.84	140,299.39
15 Dec 23	SUNSHINE PRODUCTIO	FPO		4,500.00	135,799.39
15 Dec 23	SUMUP PAYMENTS ACC MCP	FPI	193.66		135,993.05
18 Dec 23	E RUGELEY MUSICAL RMT	FPI	52.50		136,045.55
18 Dec 23	SUMUP PAYMENTS ACC MCP	FPI	930.18		136,975.73
19 Dec 23	HMRC PAYE/NIC CUMB	BP		6,455.49	130,520.24
19 Dec 23	MR MARTIN PARTON	BP			
19 Dec 23	MRS K DECKX	BP			
19 Dec 23	MISS L HARRIS	BP			
19 Dec 23	MS LAURIE JOHNSON	BP			
19 Dec 23	KATE ROBERTS	BP			
19 Dec 23	HILARY GOODREID	BP			
19 Dec 23	GEMMA SQUIRE	BP			
19 Dec 23	LGPS PENSION FUND	BP		4,198.26	

(Continued on next page)

BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
19 Dec 23	MS S BIRD	BP			
19 Dec 23	MRS A MANTLE	BP			
19 Dec 23	JONATHON WYLIE	BP			
19 Dec 23	MR JORDAN KRAUSE	BP			
19 Dec 23	MRS SUSAN BUXTON	BP			
19 Dec 23	MELANIE MATTHEWS	BP			
19 Dec 23	SERVICE CHARGES REF :	PAY		77.35	107,558.35
20 Dec 23	SCC COUNTY FUND STAFFSCC	BGC	287.10		107,845.45
20 Dec 23	DIRECT COPIERS	DD		245.70	107,599.75
20 Dec 23	CANNOCK CHASE DIST 01	DD		786.00	106,813.75
21 Dec 23	WATER PLUS	DD		48.45	106,765.30
21 Dec 23	ENGIE POWER	DD		5,578.46	101,186.84
21 Dec 23	500254	DEP	547.95		101,734.79
21 Dec 23	500254	DEP	1,020.00		102,754.79
21 Dec 23	STAFFORDSHIRE PARI	FPO		1,146.00	101,608.79
21 Dec 23	CRAIG MORRIS HOSPI	FPO		162.00	101,446.79
21 Dec 23	THE BEER AND GAS M	FPO		36.00	101,410.79
21 Dec 23	GALLEON SUPPLIES L	FPO		246.60	101,164.19
21 Dec 23	SECURICAN LTD	FPO		108.00	101,056.19
21 Dec 23	MRS SUSAN BUXTON	FPO		104.31	100,951.88
21 Dec 23	STAFFORD BRIGADES	FPO		300.00	100,651.88
21 Dec 23	SLCC MEMBERSHIP	FPO		202.00	100,449.88

(Continued on next page)

BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
21 Dec 23	JUBILEE FIREWORKS	FPO		1,920.00	98,529.88
21 Dec 23	CANNOCK CHASE COUN	FPO		180.00	98,349.88
21 Dec 23	AMAZON PAYMENT UK	FPO		390.80	97,959.08
21 Dec 23	KEVAN WOOD	FPO		25.00	97,934.08
21 Dec 23	SIMPLY SHRED LIMIT	FPO		60.00	97,874.08
21 Dec 23	UNICO	FPO		85.20	97,788.88
21 Dec 23	ESPO	FPO		87.72	97,701.16
21 Dec 23	NEW GROWTH TRAININ	FPO		1,054.92	96,646.24
21 Dec 23	MK FAMILY ENTERTAI	FPO		175.00	96,471.24
21 Dec 23	DUNCAN WILLISCROFT	FPO		175.00	96,296.24
22 Dec 23	THE STAFFORDSHIRE	BGC	30.00		96,326.24
22 Dec 23	WEIGHT WATCHERS UK UN	BGC	102.00		96,428.24
22 Dec 23	PERRY HALL MULTI-A FOREST HILLS PRIMA	BGC	330.00		96,758.24
22 Dec 23	CHURCHFIELD CE PRI SCAT	BGC	710.00		97,468.24
22 Dec 23	D JONES	FPI	63.00		97,531.24
28 Dec 23	SCC COUNTY FUND STAFFSCC	BGC	184.20		97,715.44
28 Dec 23	SCC COUNTY FUND STAFFSCC	BGC	1,755.00		99,470.44

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Rugeley Town Council
Rugeley Rose Theatre
Taylors Lane
Rugeley
WS15 2AA

Date: 31/12/2023

Account Name: Rugeley Town Council

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.

Your arranged overdraft limit is £0.00



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

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
04/12/2023		Balance brought forward	£0.00	£0.00	£3,085.10
31/12/2023	Fee	Service Charge	£18.00	£0.00	£3,067.10

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Statement number 080

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For Communities.
For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Bridgeplace, Birmingham, B1 2JB. Registered in England and Wales no. 1718124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.

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Monthly statement and valuation

Rugeley Town Council
Red Rose Theatre
Taylors Lane
RUGELEY
WS15 2AA

5 January 2024

Statement period: **01/12/2023 to 31/12/2023**

Please find enclosed a statement of your account covering the period 1 December 2023 to 31 December 2023. This statement shows the value of your investments as at 31 December 2023.

Details of all transactions carried out on your account within the reporting period have been included for your reference.

Please keep all documents (including this letter) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

Account summary

Total valuation as at 31 December 2023	£286,408.41
Total valuation as at last statement at 1 December 2023	£0.00
Total income during the period	£1,233.61

Holdings as at 31 December 2023

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	286,408.4100	£1.00	£286,408.41
Total value			£286,408.41

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2115088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Transactions for the period from 1 December 2023 to 31 December 2023

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
04/12/2023	Distribution Reinvestment	1,151.6300	£1.0000	£1,151.63
04/12/2023	Distribution Reinvestment	81.9800	£1.0000	£81.98

The average Fund yield for this period was 5.27% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Dec 2023	04/12/2023	Reinvestment	£1,151.63	PS3078909-001
Dec 2023	04/12/2023	Reinvestment	£81.98	PS3078909-001

Date and method description error in income table

Following the migration of our transfer agency function to FNZ, there are some errors in the Income table. These errors relate to those income entries that occurred prior to the migration (20/11/2023).

The "date paid" for reinvestments and transfers is incorrect.

For reinvestments - the correct date is shown in the transactions table.

For transfers - the correct date will be shown on that account's transaction table.

The "method" description is incorrect for any transfers made to other accounts. These are shown as "reinvestment" - however the "destination field" is correct and will show the account the money was paid to.

We apologise for any confusion this may cause. If you have any questions or would like any clarification, please contact our Client Services team.

Rugeley Town Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/01/2024		
	Cash in Hand 01/04/2023	472,543.45
	ADD	
	Receipts 01/04/2023 - 31/01/2024	434,978.34
		907,521.79
	SUBTRACT	
	Payments 01/04/2023 - 31/01/2024	567,771.70
A	Cash in Hand 31/01/2024 (per Cash Book)	339,750.09
Cash in hand per Bank Statements		
	Petty Cash 31/01/2024	650.00
	Current Bank A/c 31/01/2024	51,060.14
	CCLA Public Sector Deposit A/c 31/01/2024	287,690.00
	Petty Cash - TC 31/01/2024	99.95
	Petty Cash - RT 31/01/2024	200.00
	Petty Cash - Coffee Bar 31/01/2024	50.00
		339,750.09
	Less unrepresented payments	
		339,750.09
	Plus unrepresented receipts	
B	Adjusted Bank Balance	339,750.09
A = B Checks out OK		

Rugeley Town Council
Administration Office
Rugeley Town Council
Rugeley
WS15 2AA

Your Account

BUSINESS EXTRA

01 January 2024 to 31 January 2024

Money In	£20,285.02	Balance on 01 January 2024	£99,470.44
Money Out	£71,762.42	Balance on 31 January 2024	£47,993.04

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
02 Jan 24	PAUL BRYAN	FPI	100.00		99,570.44
02 Jan 24	COOPERS WASTE MAN	DD		161.70	99,408.74
03 Jan 24	GOCARDLESS NOAHSARKCH-	DD		10.00	99,398.74
03 Jan 24	GOCARDLESS FOUNDATIONOF	DD		11.00	99,387.74
03 Jan 24	THEATRICS STAGE SC THEATRICS	FPI	190.00		99,577.74
03 Jan 24	THEATRICS STAGE SC THEATRICS	FPI	1,710.00		101,287.74
04 Jan 24	GRENKELEASING LIMI	DD		89.00	101,198.74
04 Jan 24	GRENKELEASING LIMI	DD		114.55	101,084.19
04 Jan 24	WM MORRISONS STORE CD	DEB		6.00	101,078.19
05 Jan 24	MCBC UK LIMITED	DD		2,952.87	98,125.32
08 Jan 24	SUMUP PAYMENTS ACC MCP	FPI	245.29		98,370.61
09 Jan 24	SCC COUNTY FUND	BGC	234.00		98,604.61
10 Jan 24	000837	PAY		40.84	98,563.77
12 Jan 24	WEIGHT WATCHERS UK UN	BGC	136.00		98,699.77
12 Jan 24	GOCARDLESS 275069 FULL FOH REFUND	FPI	11.00		98,710.77
15 Jan 24	HMRC VAT	BGC	14,731.02		113,441.79

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BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
15 Jan 24	MAINSTREAM DIGITAL	DD		87.57	113,354.22
15 Jan 24	GOCARDLESS HOLKERIT-	DD		459.09	112,895.13
15 Jan 24	STAFFORDSHIRE SOUT	FPI	75.40		112,970.53
16 Jan 24	SERVICE CHARGES REF :	PAY		59.50	112,911.03
17 Jan 24	CREATIVE EDUCATION CET	BGC	350.00		113,261.03
17 Jan 24	LGPS PENSION FUND	FPO		4,198.26	109,062.77
17 Jan 24	HMRC PAYE/NIC CUMB	FPO		3,782.53	105,280.24
18 Jan 24	BLUEPRINT DESIGNS	FPI	42.00		105,322.24
19 Jan 24	MR MARTIN PARTON	BP			
19 Jan 24	MRS K DECKX	BP			
19 Jan 24	MISS L HARRIS	BP			
19 Jan 24	MS LAURIE JOHNSON	BP			
19 Jan 24	GEMMA SQUIRE	BP			
19 Jan 24	MS S BIRD	BP			
19 Jan 24	MRS A MANTLE	BP			
19 Jan 24	JONATHON WYLIE	BP			
19 Jan 24	MR JORDAN KRAUSE	BP			
19 Jan 24	TOBY LEWIS	BP			
19 Jan 24	MRS SUSAN BUXTON	BP			
19 Jan 24	MELANIE MATTHEWS	BP			
19 Jan 24	000830	CHQ		5.00	91,180.69
22 Jan 24	POST OFFICE COUNT E CD	DEB		93.71	91,086.98

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BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
22 Jan 24	DIRECT COPIERS SE	DD		151.51	90,935.47
22 Jan 24	CANNOCK CHASE DIST 01	DD		786.00	90,149.47
22 Jan 24	GOCARDLESS 275069 NOAHS ARK REFUND	FPI	10.00		90,159.47
23 Jan 24	JOHN TAYLOR MAT JOHN TAYLOR MAT	BGC	890.00		91,049.47
24 Jan 24	WATER PLUS	DD		55.47	90,994.00
24 Jan 24	ENGIE POWER	DD		9,609.34	81,384.66
24 Jan 24	CREATIVE PERFORMAN	FPI	127.50		81,512.16
24 Jan 24	DENNIS SMITH	FPO		629.00	80,883.16
25 Jan 24	E RUGELEY MUSICAL RMTC	FPI	78.75		80,961.91
26 Jan 24	SHIRLEY RK	FPI	153.00		81,114.91
26 Jan 24	SUMUP PAYMENTS ACC MCP	FPI	- 28.91		81,143.82
26 Jan 24	ESPO	FPO		882.14	80,261.68
26 Jan 24	SLCC	FPO		743.00	79,518.68
26 Jan 24	THE BEER AND GAS M	FPO		36.00	79,482.68
26 Jan 24	PPL	FPO		279.02	79,203.66
26 Jan 24	SECURICAN LTD	FPO		840.00	78,363.66
26 Jan 24	CONNECT MIDLANDS L	FPO		55.00	78,308.66
26 Jan 24	PEAK CASHFLOW LTD	FPO		57.00	78,251.66
26 Jan 24	CITY ELECTRICAL FA	FPO		285.48	77,966.18
26 Jan 24	HOLKER NETWORK SOL	FPO		342.00	77,624.18
26 Jan 24	THE FESTIVE LIGHTI	FPO		27,326.71	50,297.47
26 Jan 24	GALLEON SUPPLIES L	FPO		62.40	50,235.07

(Continued on next page)

BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
26 Jan 24	AMAZON PAYMENT UK	FPO		194.71	50,040.36
26 Jan 24	B W BELCHER & SON	FPO		204.00	49,836.36
26 Jan 24	SIMPLY SHRED LIMIT	FPO		60.00	49,776.36
26 Jan 24	UNICO RUGELEY TOWN COUNC	FPO		97.20	49,679.16
26 Jan 24	CLICK IT GROUP LTD	FPO		133.20	49,545.96
26 Jan 24	STARBOARDS SYSTEMS	FPO		2,238.00	47,307.96
29 Jan 24	Vistaprint CD 0418 27JAN24	DEB		27.98	47,279.98
29 Jan 24	GOCARDLESS HOLKERIT-	DD		459.09	46,820.89
29 Jan 24	SUMUP PAYMENTS ACC MCP	FPI	802.75		47,623.64
31 Jan 24	500256	DEP	110.00		47,733.64
31 Jan 24	500255	DEP	259.40		47,993.04

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Rugeley Town Council
Rugeley Rose Theatre
Taylors Lane
Rugeley
WS15 2AA

Date: 31/01/2024

Account Name: Rugeley Town Council

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.

Your arranged overdraft limit is £0.00



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

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: [unity.co.uk](https://www.unity.co.uk)

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/12/2023		Balance brought forward	£0.00	£0.00	£3,067.10
03/01/2024	Direct Debit	Direct Debit (GOCARDLESS)	£7.00	£0.00	£3,060.10
03/01/2024	Direct Debit	Direct Debit (GOCARDLESS)	£10.00	£0.00	£3,050.10
12/01/2024	Credit	GOCARDLESS 275069	£0.00	£7.00	£3,057.10

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Statement number 061

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We invest in people Gold



Your Current T1 account transactions:					
Date	Type	Details	Payments Out	Payments In	Balance
22/01/2024	Credit	GOCARDLESS 275069	£0.00	£10.00	£3,067.10

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Statement number 061

**For Businesses.
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INVESTORS IN PEOPLE
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Statement of Account

Rugeley Town Council
Red Rose Theatre
Taylors Lane
RUGELEY
WS15 2AA

12 February 2024

Please find enclosed a statement of your account covering the period 1 January 2024 to 31 January 2024. This statement shows the value of your investments as at 31 January 2024.

Details of all transactions carried out on your account within the reporting period have been included for your reference.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

Account summary

Total valuation as at 31 January 2024	£287,690.00
Total valuation as at last statement at 1 January 2024	£286,408.41
Total income during the period	£1,281.59

Holdings as at 31 January 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	287,690.0000	£1.00	£287,690.00

Total value

£287,690.00

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Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Transactions for the period from 1 January 2024 to 31 January 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
03/01/2024	Income Reinvestment	1,281.5900	£1.0000	£1,281.59

The average Fund yield for this period was 5.27% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Dec 2023	03/01/2024	Reinvestment	£1,281.59	PS3078909-001

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Rugeley Town Council

10 April 2024 (2023 - 2024)

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 29/02/2024		
	Cash in Hand 01/04/2023	472,543.45
	ADD	
	Receipts 01/04/2023 - 29/02/2024	456,192.70
		928,736.15
	SUBTRACT	
	Payments 01/04/2023 - 29/02/2024	605,370.38
A	Cash in Hand 29/02/2024 (per Cash Book)	323,365.77
<hr/>		
	Cash in hand per Bank Statements	
	Petty Cash 29/02/2024	650.00
	Current Bank A/c 29/02/2024	36,952.81
	CCLA Public Sector Deposit A/c 29/02/2024	288,977.06
	Petty Cash - TC 29/02/2024	100.00
	Petty Cash - RT 29/02/2024	200.00
	Petty Cash - Coffee Bar 29/02/2024	50.00
		326,929.87
	Less unrepresented payments	3,564.10
		323,365.77
	Plus unrepresented receipts	
B	Adjusted Bank Balance	323,365.77
<hr/>		
A = B Checks out OK		



Rugeley Town Council
 Administration Office
 Rugeley Town Council
 Rugeley
 United Kingdom
 WS15 2AA

Your Account

BUSINESS EXTRA

01 February 2024 to 29 February 2024

Money In	£19,927.30	Balance on 01 February 2024	£47,839.13
Money Out	£34,034.63	Balance on 29 February 2024	£33,885.71

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Feb 24	COOPERS WASTE MAN	DD		153.91	47,839.13
01 Feb 24	P JOHNSON INVOICE	FPI	165.00		48,004.13
02 Feb 24	J KOLMER	FPI	170.00		48,174.13
05 Feb 24	WM MORRISONS STORE CD	DEB		21.99	48,152.14
05 Feb 24	WM MORRISONS STORE CD	DEB		43.98	48,108.16
05 Feb 24	BIRCH HOSTING	FPO		7.99	48,100.17
05 Feb 24	POST OFFICE COUNT	DEB		2.70	48,097.47
05 Feb 24	POST OFFICE COUNT	DEB		24.30	48,073.17
05 Feb 24	D JONES	FPI	84.00		48,157.17
05 Feb 24	CREATIVE PERFORMAN	FPI	25.50		48,182.67
05 Feb 24	SUMUP PAYMENTS ACC MCP	FPI	273.99		48,456.66
07 Feb 24	HMRC VAT	BGC	10,133.01		58,589.67
07 Feb 24	WWW.SCREWFIX.COM CD	DEB		19.98	58,569.69
08 Feb 24	PENNON WATER SRVCS	DD		957.02	57,612.67
08 Feb 24	NON STOP KIDS ENTE	FPI	442.00		58,054.67
09 Feb 24	POST OFFICE COUNT	DEB		15.50	58,039.17

(Continued on next page)



BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
12 Feb 24	POST OFFICE COUNTENANCE CD	DEB		11.70	58,027.47
12 Feb 24	000838	PAY		44.82	57,982.65
12 Feb 24	500257	DEP	945.05		58,927.70
12 Feb 24	SUMUP PAYMENTS ACC MCP	FPI	880.06		59,807.76
14 Feb 24	TICKETSOURCE LTD	BGC	3,986.00		63,793.76
14 Feb 24	MAINSTREAM DIGITAL	DD		190.19	63,603.57
19 Feb 24	GOSLING R C 10771 2SCOMPANY	FPI	30.00		63,633.57
19 Feb 24	MRS K DECKX	FPO			
19 Feb 24	MELANIE MATTHEWS	FPO			
19 Feb 24	MRS SUSAN BUXTON	FPO			
19 Feb 24	TOBY LEWIS	FPO			
19 Feb 24	MR JORDAN KRAUSE	FPO			
19 Feb 24	MRS A MANTLE	FPO			
19 Feb 24	MS S BIRD	FPO			
19 Feb 24	JONATHON WYLIE	FPO			
19 Feb 24	GEMMA SQUIRE	FPO			
19 Feb 24	MR MARTIN PARTON	FPO			
19 Feb 24	MS LAURIE JOHNSON	FPO			
19 Feb 24	MISS L HARRIS	FPO			
19 Feb 24	SERVICE CHARGES REF :	PAY		65.25	50,059.03
21 Feb 24	O CONNOR LR LOC001 PRS	FPI	15.00		50,074.03
21 Feb 24	KING OF TUNES LTD PRS SOULTRAIN	FPI	130.28		50,204.31

(Continued on next page)

BUSINESS EXTRA

Sort Code 30-99-83
Account Number 80428963

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
22 Feb 24	GOSLING R C PRS 2SCO	FPI	55.39		50,259.70
22 Feb 24	500258	DEP	30.00		50,289.70
22 Feb 24	BLUE FOOTPRINT LTD	FPO		824.47	49,465.23
22 Feb 24	THE BEER AND GAS M	FPO		18.00	49,447.23
22 Feb 24	ESPO	FPO		428.76	49,018.47
22 Feb 24	SLCC ENTERPRISES L	FPO		144.00	48,874.47
22 Feb 24	LEAFLET DISTRIBUTI	FPO		352.75	48,521.72
22 Feb 24	CONNECT MIDLANDS L	FPO		1,125.00	47,396.72
22 Feb 24	AMAZON PAYMENT UK	FPO		192.57	47,204.15
22 Feb 24	ACTIN TIME LTD	FPO		228.00	46,976.15
22 Feb 24	RENTOKIL INITIAL U	FPO		149.68	46,826.47
22 Feb 24	KEVAN WOOD	FPO		25.00	46,801.47
22 Feb 24	W E POINTON & SONS	FPO		135.11	46,666.36
22 Feb 24	SIMPLY SHRED LIMIT	FPO		60.00	46,606.36
22 Feb 24	SOUTH WEST WATER B	FPO		957.02	45,649.34
22 Feb 24	UNICO RUGELEY TOWN COUNC	FPO		85.20	45,564.14
22 Feb 24	LGPS PENSION FUND	FPO		4,216.17	41,347.97
22 Feb 24	C CRAIG & C HYDEN	FPO		250.00	41,097.97
22 Feb 24	NETWISE TRAINING L	FPO		1,114.80	39,983.17
22 Feb 24	ST MICHAEL'S CHURC	FPO		110.00	39,873.17
22 Feb 24	POST OFFICE COUNTEN CD	DEB		320.00	39,553.17
23 Feb 24	ENGIE POWER	DD		6,447.55	33,105.62

(Continued on next page)

BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
23 Feb 24	eBay	DEB		16.75	33,088.87
23 Feb 24	eBay	DEB		23.82	33,065.05
26 Feb 24	CANNOCK CHASE DC INVOICE	BGC	47.50		33,112.55
26 Feb 24	WATER PLUS	DD		711.31	32,401.24
26 Feb 24	500259	DEP	394.80		32,796.04
26 Feb 24	SHIRLEY RK	FPI	204.00		33,000.04
26 Feb 24	SUMUP PAYMENTS ACC MCP	FPI	1,058.92		34,058.96
27 Feb 24	000839	PAY		4.00	34,054.96
27 Feb 24	000840	PAY		170.58	33,884.38
27 Feb 24	000963	PAY		23.84	33,860.54
28 Feb 24	SCC COUNTY FUND STAFFSCC	BGC	55.80		33,916.34
28 Feb 24	PERSONNEL HYGIENE	DD		320.94	33,595.40
28 Feb 24	GOCARDLESS HOLKERIT-	DD		510.69	33,084.71
28 Feb 24	CREATIVE PERFORMAN	FPI	204.00		33,288.71
28 Feb 24	CREATIVE PERFORMAN	FPI	597.00		33,885.71

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Statement of Account

Mrs Goodreid
Rugeley Town Council
Red Rose Theatre
Taylors Lane
RUGELEY
WS15 2AA



5 March 2024

Please find enclosed a statement of your account covering the period 31 January 2024 to 29 February 2024. This statement shows the value of your investments as at 29 February 2024.

Details of all transactions carried out on your account within the reporting period have been included for your reference.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.



If you would like to discuss any of the information on your statement please contact Client Services.

Account summary

Total valuation as at 29 February 2024	£288,977.06
Total valuation as at last statement at 31 January 2024	£287,690.00
Total income during the period	£1,287.06

Holdings as at 29 February 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	288,977.0600	£1.00	£288,977.06

Total value

£288,977.06

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

Transactions for the period from 31 January 2024 to 29 February 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/02/2024	Income Reinvestment	1,287.0600	£1.0000	£1,287.06

The average Fund yield for this period was 5.25% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Jan 2024	02/02/2024	Reinvestment	£1,287.06	PS3078909-001

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
 PO Box 7193
 Planetary Road
 Willenhall
 WV1 9DG

Rugeley Town Council
 Rugeley Rose Theatre
 Taylors Lane
 Rugeley
 WS15 2AA

Date: 29/02/2024

Account Name: Rugeley Town Council

Our new Online Banking is now available for everyone to use, giving you benefits like a refreshed new look, with simpler navigation. Finding your way around on a desktop or mobile phone is easier than ever.

Your arranged overdraft limit is £0.00



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

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2024		Balance brought forward	£0.00	£0.00	£3,067.10

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Statement number 062

For Businesses.
 For Communities.
 For Good.

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Calls may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved



Rugeley Town Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

Bank Reconciliation at 31/03/2024		
Cash in Hand 01/04/2023		472,543.45
ADD		
Receipts 01/04/2023 - 31/03/2024		485,836.05
SUBTRACT		
Payments 01/04/2023 - 31/03/2024		958,379.50
A Cash In Hand 31/03/2024 (per Cash Book)		327,196.68
Cash in hand per Bank Statements		
Petty Cash	31/03/2024	650.00
Current Bank A/c	31/03/2024	36,746.46
CCLA Public Sector Deposit A/c	31/03/2024	290,181.37
Petty Cash - TC	31/03/2024	100.00
Petty Cash - RT	31/03/2024	200.00
Petty Cash - Coffee Bar	31/03/2024	50.00
		327,927.83
Less unrepresented payments		731.15
		327,196.68
Plus unrepresented receipts		
B Adjusted Bank Balance		327,196.68
A = B Checks out OK		

Rugeley Town Council
Administration Office
Rugeley Town Council
Rugeley
United Kingdom
WS15 2AA

Your Account

BUSINESS EXTRA

01 March 2024 to 31 March 2024

Money In	£28,399.05	Balance on 01 March 2024	£34,286.71
Money Out	£28,627.40	Balance on 31 March 2024	£33,657.36

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Mar 24	SCC COUNTY FUND STAFFSCC	BGC	401.00		34,286.71
01 Mar 24	HMRC VAT	BGC	14,273.66		48,560.37
01 Mar 24	COOPERS WASTE MAN	DD		173.48	48,386.89
01 Mar 24	E RUGELEY MUSICAL RMTCC SHOW	FPI	2,237.25		50,624.14
05 Mar 24	D JONES	FPI	84.00		50,708.14
06 Mar 24	MFG RUGELEY	DEB		10.00	50,698.14
07 Mar 24	WOLFY WITCH CLARE TAYLOR COVEN	FPI	85.00		50,783.14
07 Mar 24	eBay	DEB		28.10	50,755.04
08 Mar 24	WEIGHT WATCHERS UK UN	BGC	170.00		50,925.04
08 Mar 24	CHASE GR	FPI	102.50		51,027.54
08 Mar 24	SUMUP PAYMENTS ACC MCP	FPI	215.00		51,242.54
11 Mar 24	SUMUP PAYMENTS ACC MCP	FPI	886.40		52,128.94
12 Mar 24	SHIRLEY RK	FPI	238.00		52,366.94
12 Mar 24	SHIRLEY RK	FPI	204.00		52,570.94
13 Mar 24	BLUEPRINT DESIGNS	FPI	42.00		52,612.94
13 Mar 24	E RUGELEY MUSICAL	FPI	215.25		52,828.19

(Continued on next page)

BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
13 Mar 24	WM MORRISONS STORE CD	DEB		14.21	52,813.98
14 Mar 24	MAINSTREAM DIGITAL	DD		45.09	52,768.89
14 Mar 24	500260	DEP	502.25		53,271.14
14 Mar 24	500260	DEP	484.08		53,755.20
18 Mar 24	MRS N MORRIS	FPO		2,849.00	50,906.20
18 Mar 24	SCC COUNTY FUND STAFFSCC	BGC	169.50		51,075.70
18 Mar 24	CANNOCK CHASE	BGC	180.00		51,255.70
18 Mar 24	CREATIVE PERFORMAN	FPI	140.00		51,395.70
18 Mar 24	SUMUP PAYMENTS ACC MCP	FPI	309.65		51,705.35
19 Mar 24	MR SEAN HOWDEN	BP			
19 Mar 24	MR MARTIN PARTON	BP			
19 Mar 24	MRS K DECKX	BP			
19 Mar 24	MISS L HARRIS	BP			
19 Mar 24	MS LAURIE JOHNSON	BP			
19 Mar 24	GEMMA SQUIRE	BP			
19 Mar 24	MS S BIRD	BP			
19 Mar 24	MRS A MANTLE	BP			
19 Mar 24	JONATHON WYLIE	BP			
19 Mar 24	TOBY LEWIS	BP			
19 Mar 24	MRS SUSAN BUXTON	BP			
19 Mar 24	MELANIE MATTHEWS	BP			
19 Mar 24	SERVICE CHARGES REF : 420808059	PAY		49.40	39,433.28

(Continued on next page)

BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
20 Mar 24	HMRC VAT	BGC	5,287.76		44,721.04
20 Mar 24	DIRECT COPIERS	DD		245.70	44,475.34
21 Mar 24	THEATRICALS STAGE SC THEATRICALS	FPI	1,480.00		45,955.34
21 Mar 24	WWW.SCREWFIX.COM CD STAG	DEB		72.27	45,883.07
21 Mar 24	MR I HODGSON	FPO		147.00	45,736.07
21 Mar 24	UNICO	FPO		85.20	45,650.87
21 Mar 24	THE BENHILL PRESS	FPO		977.00	44,673.87
21 Mar 24	KEVAN WOOD	FPO		25.00	44,648.87
21 Mar 24	SIMPLY SHRED LIMIT	FPO		60.00	44,588.87
21 Mar 24	W E POINTON & SONS	FPO		403.35	44,185.52
21 Mar 24	AMAZON PAYMENT UK	FPO		217.89	43,967.63
21 Mar 24	ESPO	FPO		59.22	43,908.41
21 Mar 24	STAFFORDSHIRE PARI	FPO		72.00	43,836.41
21 Mar 24	SLCC ENTERPRISES L	FPO		342.00	43,494.41
21 Mar 24	LGPS PENSION FUND	FPO		4,216.17	39,278.24
22 Mar 24	WEIGHT WATCHERS UK UN	BGC	136.00		39,414.24
22 Mar 24	MCBC UK LIMITED	DD		814.98	38,599.26
22 Mar 24	000964	PAY		10.00	38,589.26
22 Mar 24	000965	PAY		126.64	38,462.62
25 Mar 24	HOME BARGAINS	DEB		0.99	38,461.63
25 Mar 24	POST OFFICE COUNT CD	DEB		7.35	38,454.28
25 Mar 24	SCC COUNTY FUND STAFFSCC	BGC	101.70		38,555.98

(Continued on next page)



BUSINESS EXTRA

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
25 Mar 24	WATER PLUS	DD		81.50	38,474.48
25 Mar 24	HMRC SDDS (DD		1,708.08	36,766.40
25 Mar 24	ENGIE POWER	DD		3,050.57	33,715.83
25 Mar 24	500261	DEP	174.40		33,890.23
26 Mar 24	SCC COUNTY FUND STAFFSCC	BGC	117.40		34,007.63
26 Mar 24	GOCARDLESS HOLKERIT-	DD		512.54	33,495.09
26 Mar 24	J KOLMER CRYSTAL A	FPI	90.00		33,585.09
28 Mar 24	SCREWFIX DIR LTD	DEB	72.27		33,657.36

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Rugeley Town Council
Rugeley Rose Theatre
Taylors Lane
Rugeley
WS15 2AA

Date: 31/03/2024

Account Name: Rugeley Town Council

Our unauthorised overdraft charges are changing from tracked rate of 25% above base rate to a fixed Nominal rate 25% EAR (Equivalent Annual Rate 28.39%). To find out more read our Overdrafts Key Features document and our Standard Service Tariff available at www.unity.co.uk

Your arranged overdraft limit is £0.00



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

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
04/03/2024		Balance brought forward	£0.00	£0.00	£3,067.10
28/03/2024	Credit	R26026549	£0.00	£40.00	£3,107.10
31/03/2024	Fee	Service Charge	£18.00	£0.00	£3,089.10

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Statement number 064

**For Businesses.
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For Good.**

Unity Trust Bank plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Unity Trust Bank is entered in the Financial Services Register under number 204570. Registered Office: Four Brindleyplace, Birmingham, B1 2JB. Registered in England and Wales no. 1713124. Cells may be monitored and recorded for training, quality and security purposes. © Unity Trust Bank. All Rights Reserved.

INVESTORS IN PEOPLE
We invest in people. Gold



Statement of Account

Rugeley Town Council
Red Rose Theatre
Taylors Lane
RUGELEY
WS15 2AA

5 April 2024

Account summary

Total valuation as at 31 March 2024	£290,181.37
Total valuation as at last statement at 29 February 2024	£288,977.06

Holdings as at 31 March 2024

Fund name	Unit/share holdings	Price per unit/share	Value
The Public Sector Deposit Fund SC4 GB00B3LDFH01	290,181.3700	£1.00	£290,181.37
			Total value
			£290,181.37

Transactions for the period from 29 February 2024 to 31 March 2024

The Public Sector Deposit Fund SC4

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
04/03/2024	Income Reinvestment	1,204.3100	£1.0000	£1,204.31

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk

Freephone 0800 022 3505

www.ccla.co.uk

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Fund documentation is available at www.ccla.co.uk/investments, or may be requested from our Client Services team. Telephone calls are recorded.
CCLA Investment Management Limited (registered in England & Wales, No. 2183088) is authorised and regulated by the Financial Conduct Authority.
Registered address: One Angel Lane, London EC4R 3AB.

The average Fund yield for this period was 5.23% p.a.

Income for the period is as follows:

Month	Date paid	Method	Amount (£)	Destination
Feb 2024	04/03/2024	Reinvestment	£1,204.31	PS3078909-001

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on www.ccla.co.uk/glossary. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at clientservices@ccla.co.uk.

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