

CYNGOR TREF CONWY TOWN COUNCIL  
CASH PAYMENTS  
SHEET 102

Voucher Number	Date	Item	Amount £	VAT £	Total £
56	21/09/16	Postage	0.75	0.00	0.75
57	22/09/16	Postage	4.80	0.00	4.80
58	29/09/16	Lever Kit for Ladies Toilet	2.90	0.58	3.48
59	29/09/16	USB Extension Cable	9.16	1.83	10.99
60	05/10/16	Postage	4.50	0.00	4.50
61	19/10/16	Postage	14.40	0.00	14.40
62	02/11/16	Postage	8.54	0.00	8.54
63	16/11/16	Postage & 50 2nd Class Stamps	36.20	0.00	36.20
64	07/11/16	Cleaning Materials	1.82	0.36	2.18
65	09/11/16	Cleaning Materials	3.06	0.61	3.67
66	09/11/16	Refreshments	2.82	0.56	3.38
67	11/11/16	Key Cutting	23.70	0.00	23.70
68	17/11/16	Refreshments	0.49	0.00	0.49
69	23/11/16	Refreshments & Postcards	1.40	0.00	1.40
70	29/11/16	Postage	9.45	0.00	9.45
71	01/12/16	Milk	0.60	0.00	0.60
<b>Total</b>			<b>124.59</b>	<b>3.95</b>	<b>128.54</b>

Cash in Tin:	No.	£
£20		0.00
£10		0.00
£5		0.00
£2		0.00
£1	70	70.00
50p	1	0.50
20p		0.00
10p		0.00
5p	12	0.60
2p	18	0.36
1p		0.00
Total		<u>71.46</u>

Bank

**Total Petty Cash (cash + vouchers) 200.00**

Balance Brought Forward 1/4/16:

Cash	51.24
Voucher	148.76
Bank	_____
	200.00

Cash Drawn:

12/07/16 000011	131.71
27/09/16 000012	172.11

303.82

503.82

Expenses:

Sheet 100 (1-26) - 04-07-16	131.71
Sheet 101 (27-55) - 26-09-16	172.11

(303.82)

200.00

Signed: \_\_\_\_\_

Mayor - Councillor Ms P Hart

Date: \_\_\_\_\_