**Schedule of Payments for February 2020**

31/12/2019 Laptop insurance £ 8.00

26/01/2020 Clerk Wages £ 110.00

29/01/2020 Laptop insurance £ 8.00

31/01/2020 ICO Renewal £ 35.00

01/02/2020 Room Hire £ 9.00

08/02/2020 Office 365 renewal £ 136.56 (from personal account, funds transferred to cover)

07/02/2020 Norton Renewal £ 24.99 (from personal account, funds transferred to cover)

17/02/1010 Kiosk Adoption fee £ 1.00 (cheque)

 **£ 332.55**

(£2,861.81 is fund for defib) = £1116.71 balance)

**Statement of Accounts for January/February 2020**

Balance at 7/01/2020 = £4,310.07 £4310.07

 332.55 –

 **£ 3977.52** 3977.52

 2,861.81 - Defib Fund

 **£1,115.71 actual balance**

**Reserve Savings Account**

Balance carried forward at 25th February 2020 = £1,726.51

**Petty Cash**

Balance at 7/01/2020 = £83.12

11/01/2020 Paper £2.95 £83.12

 2.95 –

 **Balance at 25/02/2020 = £ 80.17**