

Bank reconciliation – pro forma

Name of smaller authority: **BARTON PARISH COUNCIL**

County area (local councils and parish meetings only): **RICHMONDSHIRE**

Financial year ending 31 March 2022

Prepared by **J MACNAMARA CLERK & RFO**

Date **20 May 2022**

	£	£
Balance per bank statements as at 31 March 2022:		
YORKSHIRE BANK (Current)	£6,156.24	
Hall Account	£2,769.20	
Capital Account	£881.23	
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	£9,806.67	
Petty cash float (if applicable)	Nil	
Less: any un-presented cheques at 31 March 2022		
589	£192.92	
590	£ 95.88	
593	£ 38.44	
594	£557.90	
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Add: any un-banked cash at 31 March 2022	Nil	
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Net balances as at 31 March 2022 (Box 8)		<u>£8,921.53</u>

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:

Opening Balance 1 April 2021 (Prior year Box 8)	£7,455.44
Add: Receipts in the year	£28,951.92
Less: Payments in the year	£27,485.83
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Closing balance per cash book [receipts and payments book] as at 31 March 2022 (must equal net balances above – Box 8)	<u>£8,921.53</u>

(See [example](#) for guidance if required)

Explanation of variances – pro forma

Name of smaller authority: **BARTON RICHMOND**
County area (local councils and): **RICHMOND**

Insert figures from Section 2 of the AGAR in all **Blue** highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- New from 2020/21 onwards: variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	10,773	7,455				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	6,000	7,500	1,500	25.00%	YES		The Parish Council on the advice of the Clerk increased the Precept to protect Council reserves.
3 Total Other Receipts	1,503	21,452	19,949	1327.28%	YES		The Council income increased in 2021/22 as a result of: Play Park Grant £9,980 NYCC Grant £2,000 Insurance Claim £3,900 Increased VAT Reclamation over previous years
4 Staff Costs	2,080	2,080	0	0.00%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,741	25,405	16,664	190.64%	YES		Increased expenditure in 2021/22 was as a result of: RDC Grant award of £9,980 conditional on spending £10,000 on new play area equipment. Insurance claim for Bus Shelter resulted in £4,000 rebuild costs. Additional monies spent on Council priorities with regards to environmental management.
7 Balances Carried Forward	7,455	8,922			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	0	0				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	92,762	92,762	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

