

HOPESAY PARISH COUNCIL**BANK RECONCILIATION FOR FINANCIAL YEAR ENDING 31st MARCH 2017**Prepared by: Meg Gwilliam, Clerk and Responsible Financial Officer, 24th April 2017

Balance per bank statements @ 31st March 2017	£	£
Current Account	3,221.20	
Savings Account	12,102.17	
	<hr/>	15,323.37
Less: unpresented cheques @ 31 st March 2017		
	Cheque Number	
	100459	(12.00)
	100460	(44.25)
	100461	(111.96)
	100462	(73.20)
	100463	(68.40)
		<hr/>
		(309.81)
(No unbanked cash @ 31 st March 2017)		
		<hr/>
Net balances @ 31st March 2017		<u>15,013.56</u>

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

CASH BOOK	£
Opening Balance 1 st April 2016	15,982.23
Add: Receipts in the year	10,210.07
Less: Payments in the year	(11,178.74)
Closing balance per cash book (receipts and payments book) @ 31st March 2017 (must equal net balances above)	<u>15,013.56</u>

Explanation of significant variances in the accounting statements – Section 2

Local council name: **HOPESAY PARISH COUNCIL**

Please explain any variances of more than 15% between the totals for individual boxes in Section 2. We do not require explanations for variances of less than £200; however, in some cases there may be 'compensating' variances which leave the overall total for a box relatively unchanged – e.g. where there was a major one-off project in one year (e.g. contribution to village hall extension of £30,000), but a totally different expense of a similar size in the next (e.g. purchase of playground equipment of £28,000). In such cases, it would be helpful to provide an explanation of movements within each box. We also ask you to explain any change where there is a movement to or from zero. Please either use the proforma below, or complete a separate schedule if more space is required.

Section 2	2015/16 £	2016/17 £	Variance (+/-) £	Detailed explanation of variance (for each reason noted please include monetary values to nearest £10)
Box 2 <i>Precept</i>	7805	9426	+1621	Council is moving from using reserves to top up its annual budget, to precepting for its annual requirements, in order to be sustainable.
Box 3 <i>Other Income</i>	5509	784	- 4725	15/16 included one-off grant of £2362 Transparency Code compliance, one-off CIL payment of £1245, one-off other receipts £225. Also, 2016/17 has seen a drop in donations/fund raising of approx. £670.
Box 4 <i>Staff costs</i>	4753	4911	+158	
Box 5 <i>Loan interest/ Capital</i>	Nil	Nil	Nil	
Box 6 <i>Other Payments</i>	2904	6267	+ 3363	2016/17 payments included £204 lighting repairs, £100 audit, £967 website costs, £883 tree pruning & parish maintenance, all zero in 2015/16; and higher general maintenance costs under other budgets & VAT.
Box 7 <i>Balances carried forward</i>	15982	15014	- 968	If some of the year-end balances are earmarked for specific purposes rather than as a general reserve, please provide a breakdown. Aston Green reserve £4242; Transparency Code reserve £1376, CIL reserve £1245, Election reserve £1000, Arbor Tree works reserve £300, Footway Lighting reserve £117.
Box 9 <i>Fixed assets & long term assets</i>	912	912	Nil	Explain all movements in this category and not just those above 15%
Box 10 <i>Total borrowing</i>	Nil	Nil	Nil	