

## **Bank Reconciliation**

### **Newton le Willows Parish Council**

**Financial year ending 31<sup>st</sup> March 2018**

**Prepared by: Teresa Sanderson (Parish Clerk/Finance Officer)**

**Date: 16<sup>th</sup> May 2018**

Balance per statements as at 31 <sup>st</sup> March 2018	£	£
Business Saver Account	1209.94	
Liquidity Manager Account	6506.09	
Community Account (children's fund)	<u>1144.32</u>	
		8860.35
Less unpresented cheques at 31 <sup>st</sup> March 2018		00.00
Add unbanked cash at 31 <sup>st</sup> March 2018		00.00
Net balance at 31 <sup>st</sup> March 2018		<u>8860.35</u>

**The net balances reconcile to the cash book (receipts and payments account) for the year as follows:**

#### **Cash Book**

Opening balance as at 1 <sup>st</sup> April 2017	9500.03
Add: Receipts in the year	3450.98
Less: Payments in the year	- 4090.66
Closing balance per cash book as at 31 <sup>st</sup> March 2018	<u>8860.35</u>

# Explanation of variances – pro forma

Name of smaller authority: **NEWTON LE WILLOWS**

County area (local councils and parish meetings only): \_\_\_\_\_

Please provide **full explanations, including numerical values**, for the following:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

Section 2	2016/17 £	2017/18 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)
<b>Box 2</b> <i>Precept or Rates and Levies</i>	2830	3187	357	13%	
<b>Box 3</b> <i>Total other receipts</i>	621	264	-357	57%	Sponsorship was obtained last year (£177) and more funding from photocopying charges (£117) was accrued. Without these, the variance would be at 10%.
<b>Box 4</b> <i>Staff costs</i>	1132	2119	987	87%	This was high because changes to bank signatories delayed final payments in 2016/17 (£600) which were carried over to this financial year.
<b>Box 5</b> <i>Loan interest/ capital repayments</i>	NIL	NIL	NIL	NIL	
<b>Box 6</b> <i>All other payments</i>	11673	1972	-9701	83%	A considerable amount of money was spent on a feasibility study in 2016/17 (£10000) which was paid for from a grant obtained specifically for the project.
<b>Box 9</b> <i>Total fixed assets &amp; long term investments &amp; assets</i>	NIL	NIL	NIL	NIL	
<b>Box 10</b> <i>Total borrowings</i>	NIL	NIL	NIL	NIL	
<b>Explanation for 'high' reserves</b>	<p>Box 7 is more than twice Box 2 because:</p> <ul style="list-style-type: none"> <li>➤ The Parish Council still holds funds awarded as prize money for winning Village of the Year several years ago. This is being used for specific village projects and there is still a balance of £2283. Without this, the Parish Council is operating at twice the annual precept, which is available for unforeseen contingencies</li> </ul>				

## CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

Name of smaller authority: **NEWTON LE WILLOWS PARISH COUNCIL**

County Area (local councils and parish meetings only): \_\_\_\_\_

**On behalf of the smaller authority, I confirm that the dates set for the period for the exercise of public rights are as follows:**

Commencing on: 11<sup>TH</sup> June 2018

and ending on: 20<sup>th</sup> July 2018

(Please enter the dates set by the smaller authority as appropriate which must be 30 working days inclusive and must include the first 10 working days of July 2018.

We have suggested the following dates: Monday 4 June – Friday 13 July 2018.

The latest possible dates that comply with the statutory requirements are Monday 2 July – Friday 10 August 2018.)

Signed: Teresa Sanderson

Role: Parish Clerk