

PAGE 1 - Bank reconciliation

BANK RECONCILIATION		FINANCIAL YEAR ENDING 31 MARCH 2018	
Authority name and reference	KENTISBEARE PARISH COUNCIL		
Prepared by: Name	MELANIE SHORE-QUINAIN	Date:	May 18 th 2018
Role (Clerk/RFO etc)	CLERK AND RFO		
Balance per bank statements as at 31 March 2018	£	TOTAL £	
A/c No: 00671198		15,830.55	
A/c No: 07188433		10,004.93	
TOTAL		25,835.48	
Less: any un-presented cheques at 31 March 2018:			
16/01/18 - Cheque number 001507	75.00		
08/03/18 – Cheque number 001520	81.00		
Total value of un-presented cheques	156.00		
Add any unbanked cash at 31 March 2018: (List date & amount received)			
	N/A		
TOTAL - NET BANK BALANCES AS AT 31 MARCH 2018		25,679.48	

The net balances reconcile to the Cash Book for the year, as follows:

CASH BOOK (receipts and payments/income & expenditure schedules)	£
Opening Balance:	23,431
Add: Receipts in the year:	28,654
Less: Payments in the year:	26,405
	25,680

PAGE 2 - VARIANCES

Authority name and reference	KENTISBEARE PARISH COUNCIL				
Section 2 Accounting Statements	(a) 2016/17 £	(b) 2017/18 £	(c) Variance £	(d) Variance %	Explanation required?
Box 2 -Precept or Rates and Levies	19,713	24,079	4366	22.14	YES
Box 3 -Total other receipts	11,980	4575	-7405	-61.81	YES
Box 4 -Staff costs	7820	7904	84.00	1.07	NO
Box 5 -Loan interest/ capital repayments	NIL	NIL	N/A	N/A	N/A
Box 6 -All other payments	20,008	18,502	-1506	-7.53	NO
Box 9 -Total fixed assets plus long-term investments and assets	86,527	88,618	2091	2.41	NO
Box 10 – Total borrowings	NIL	NIL	N/A	N/A	N/A

PAGE 3 - Explanations of variances

Authority name and reference	KENTISBEARE PARISH COUNCIL	
BOX NO	2	£
(b) Figure in 2018 column		24,079
(a) Figure in 2017 column		19,713
Variance		4366

EXPLANATION. Increase in amount agreed to give in grants to halls/organisations within Parish @ £3200: £1000 Blackborough Hall, £500 Youth Club, £300 toddler group, £1400 Kentisbeare Hall. Increase in website costs and frequency of electronic newsletter (£1232)	
TOTAL AMOUNT £ EXPLAINED	£4432

Authority name and reference	KENTISBEARE PARISH COUNCIL	
BOX NO	3	£
(b) Figure in 2018 column		4575
(a) Figure in 2017 column		11,980
Variance		-7405

EXPLANATION. Less received in grants -£3638.79 (more awarded for village halls in previous year). No P3 grant as two received in previous year -£2400. No insurance refund -£137.38. Lower CTR grant -£58.84, less vat to claim -£1633.94. Higher bank interest £2.36. Error in website advertiser transferring incorrect monies £739 (received March 2018, refunded April 2018). Less income from advertisers paying to advertise on website -£200, lower office expenses invoiced to village hall due to lack of need -£77.50	-7405
TOTAL AMOUNT £ EXPLAINED	-7405