

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree with the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a credit and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative.

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

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

Financial year ending 31 March 2022

Prepared by (Name and Role): **Gillian Turner Clerk & RFO**

Date: **02/04/2022**

		£	£
Balance per bank statements as at 31/3/2022			
Barclays Community - General	20587729	1,500.00	
Barclays Premium - General	60587752	2,203.42	
Barclays Active Saver	23683095	27,431.26	
Barclays Community - Moor	30738247	19,763.00	
Barclays Premium - Moor	30636789	0.00	
			50,897.68
Petty cash float (if applicable)			43.13
Less: any unpresented cheques as at 31/3/2022		0.00	0.00
Add: any un-banked cash as at 31/3/2022		0.00	0.00
Net balances as at 31/3/2022 (Box 8)			<u>50,940.81</u>

Explanation of variances – pro forma

Name of smaller authority: **Longhorsley Parish Council**

County area (local councils and **Northumberland**)

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	48,829	51,169				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	21,760	23,940	2,180	10.02%	NO		
3 Total Other Receipts	34,958	33,691	-1,267	3.62%	NO		
4 Staff Costs	6,887	7,007	120	1.74%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	47,491	50,852	3,361	7.08%	NO		
7 Balances Carried Forward	51,169	50,941			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	51,169	50,941				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	249,568	249,684	116	0.05%	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

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
i. Moor	19,763		
ii. Archies Pond Grants	2,800		
iii. Asset Renewals Fund	9,000		
iv. Wilding Place Dowry	9,000		
		40,563	
General reserve	10,378		
		10,378	
Total reserves (must agree to Box 7)			50,941

- i. We have a Site of Special Scientific Interest i.e. the Moor which attracts grants from Natural England which are ring-fenced for Moor Environmental Works.
- ii. During the year we have undertaken a refurbishment project for Archies Pond and have £2,800 of grants remaining to complete the project in 2022/23.
- iii. As part of grant funding in 2019/20 from Sport England and LEADER, we are committed to establishing an Asset Renewals Fund to pay for asset renewals when they are required.
- iv. We also received a dowry from Cussins, a housing developer, for the creation and on-going maintenance of a new Playarea at Wilding Place.