

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in 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 receipts and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative figures.

Name of smaller authority:

Great Somerford (& Startley) Parish Council

County area (local councils and parish meetings only):

Wiltshire

Financial year ending 31 March 2024

Prepared by (Name and Role):

Helen Wallace - Clerk and RFO

Date:

16.04.24

	£	£
Balance per bank statements as at 31/3/24:		
Treasurer's Account	86,324.7	
Deposit Account	30,481.9	
		116,806.6
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/24 (enter these as negative numbers)		
		-
Add: any un-banked cash as at 31/3/24		
		-
Net balances as at 31/3/24 (Box 8)		<u>116,806.6</u>

Memo CHW
31/6/24

Explanation of variances – pro forma

Name of smaller authority: **Great Somerford (& Starley) Parish Council**
 County area (local councils and Wiltshire)

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.

	2022/23 £	2023/24 £	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	102,970	139,468				required - Balance brought forward agrees	
2 Precept or Rates and Levies	14,400	16,400	2,000	13.89%	NO		
3 Total Other Receipts	40,429	30,292	-10,137	25.07%	YES		Last year CL receipts of £38,747 were received, compared to this year £22,333 which was tranche 3 of land at Dauntsey Rd and tranche 1 of Broadfield Farm.
4 Staff Costs	2,441	4,312	1,871	76.65%	YES		This year's staff costs include £371.58 which belonged to last year's staff costs and incorporated back-pay to Apr '22, along with back-pay to former clerk of £38.80. There was one month last year where no clerk costs were incurred whilst recruiting.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	15,890	28,544	12,654	79.63%	YES		Efforts have been made to spend CIL monies, which accounts for £16,898.75 of this. The largest item was a slide and steps from mound for the playground at Winkins Lane £10,034.
7 Balances Carried Forward	139,468	153,304				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	102,970	116,807				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	111,761	127,271	15,510	13.88%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

*Hand Over
5/16/24*