

Section 5

BANK RECONCILIATION YEAR ENDED 31 MARCH 2016

LOCAL AUTHORITY NAME TUTBURY PARISH COUNCIL

COUNTY STAFFORDSHIRE

		£
A	Balance on the bank statement at 31 March 2016 (taken from bank statement)	30651.60
	Outstanding items	
B	Less unpresented cheques (to agree with attached list)	677.24
C	Plus uncleared payments into bank (to agree with attached list)	
D	Petty cash	
	Plus any petty cash balance held at 31 March 2016	0
E	Balance in the cash book (Authority's own records) at 31 March 2016 (Calculated as A-B+C+D=E and agrees with Box 8 on the Annual Return)	29974.36

TUTBURY PARISH COUNCIL

Staffordshire

Bank Reconciliation year ending 31 March 2016

Balance as per bank statements as at 31 March 2015

	Opening balance	Receipts	Transfer/Expenditure	Year end
	£	£	£	£
Current account	4,205.54	43,291.45	38,978.24	8,998.50
Instant access account	18,422.48	609.26	0.00	19,031.74
Business account	2,620.06	1.30	0.00	2,621.36
	<u>25,248.08</u>	<u>43,902.01</u>	<u>38,978.24</u>	<u>30,651.60</u>

	Date	Cheque No	
Less unrepresented cheques	21/3/2016	2640	476.00
	21/3/2016	2635	201.24
Plus uncleared payments			0.00
Plus petty cash balance held at 31 March 2015			0.00
			<u>677.24</u>
Net balances at 31 March 2015			<u>29,974.36</u>

Cash book

Opening balances	25,050.60
Add receipts in the year	43,902.00
Less payments in the year	<u>38,978.24</u>
Closing balance (box 8 on annual return)	<u>29,974.36</u>

Explanations for significant variances

Box	2015	2016	Variance	%age	Explanation required
	£	£	£		
2	32,008.00	35887	3,878.90	12.1%	No
3	10,656.00	8015.1	-2,640.90	-24.8%	Yes
4	12,042.00	13170	1,128.00	9.4%	No
5	0.00	0.00	0.00	0.0%	No
6	28,718.00	25808.05	-2,909.95	-10.1%	No
9	179,012.00	180,226.00	1,214.00	0.7%	No

Explanation for Box 3	£	£	£
	10,656.00	8,015.10	-2,640.90

Reasons

ESBC Tax support	3784.00	3194.00	-590.00	The community The Local council tax support grant was lower in 2015/2016 by £590
Interest	9.93	10.56	0.63	
PF Charges	600.00	600.00	0.00	
Grants/donations	3,925.00	1,500.00	-2,425.00	The council applied for less grants in the financial year
Misc/refunds	7.13	0.00	-7.13	
Vat refund	2,330.04	2,710.54	380.50	
	<u>10,656.10</u>	<u>8,015.10</u>	<u>-2,641.00</u>	

Explanation - governance statement

Not required

Explanation - internal audit report

Not required

Earmarked reserves

Nil