

**Langthorpe Parish Council
Bank Reconciliation
31 March 2017**

Balance as at 31 March 2017	£	£
Current account	£ 9,901.75	
Money Manager account	£ 9,985.74	
Payments not on Statement -		£ 19,887.49
Net balances as at 31 March 2016		£ 16.00
		£ 19,871.49

The net balances reconcile to the Cash Book (receipts and payments) for the year, as follows:

CASH BOOK		
Opening balance 1 April 2016		£ 20,219.75
Plus Receipts in Year		£ 13,540.43
Less Payments in Year		£ 13,888.69
Closing balance per cash book as at 31 March 2017		£ 19,871.49

PLEASE SUBMIT THIS FORM TO PKF LITTLEJOHN LLP WITH THE ANNUAL RETURN AND OTHER REQUESTED DOCUMENTATION

Explanation of variances – pro forma

Langthorpe Parish Council

The 'Practitioners' Guide' provides guidance on explaining significant variances. 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);
- if the total reserves (Box 7) figure is more than twice the annual precept value (Box 2).

Section 2	2015/16 £	2016/17 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)
Box 2 Precept or Rates and Levies					
Box 3 Total other receipts	18,827	13,540	-5,287	-28.08	No large vat claim (2015/16 = £3,394; 2016/17 = £1,581) No committed sums received (previous year £2,346 received)
Box 4 Staff costs	1,475	1,854	+379	+25.69	Staff salary increase approved. 17/5/16 15h (from 2 hours per week to 3 hours per week)
Box 5 Loan interest/ capital repayments					
Box 6 All other payments	17,060	12,035	5,025	-29.45	No resurfacing of picnic area = £8,142 in 2015/16
Box 9 Total fixed assets & long term investments & assets					
Box 10 Total borrowings					
Explanation for 'high' reserves	Box 7 is more than twice Box 2 because No Precept required as cottages rents cover usual expenses manicure are held in reserve against repairs required to 2 cottages. Also for replacement picnic area furniture + replacement of play area equipment.				