

Bank Reconciliation

Name of smaller authority: Heskett in the Forest Parish Council
County Area: Eden District Council
Prepared by: Ameer Freeman, Clerk to Heskett Parish Council
Date: 28th April 2018

Financial Year ending 31 March 2018

Balance per bank statements as at 31st March 2018:

Business Current Account	£ 3,144.90
Business Reserve Account	£ 12,768.34
TOTAL	£ 15,913.24

Less: any unpresented cheques as 31st March 2018:

1262	David Porter	£ 68.20
1267	Adam Cannon	£ 24.00
1349	Dawn Collier (Planting)	£ 81.13
1347	PCC of High Heskett	£ 300.00
1343	Ameer Freeman - Salary	£ 188.42
1344	HMRC	£ 47.00
1350	Parish Magazine	£ 300.00
	TOTAL	£ 1,008.75

Net Balances as at 31st March 2018:

(Balance Total – Unpresented Cheques)	£14904.49
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Cash Book:

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

Opening Balance as at 1 st April 2017:	£ 11,528.51
Add: Receipts in the year:	£ 14,726.17
Less: Payments in the year:	£ 11,350.20
Closing balance per cash book [receipts and payments book] as at 31st March 2018 (must equal net balances above)	£ 14,904.48

Explanation of Variances

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See below for full explanations, including numerical values, for the following:

- Variances of more than 15% between totals for individual boxes (except variances of less than £200)

	2016/17 £	2017/18 £	Variance £	Variance %	Detailed explanation of variance
Precept of Rate and Levies (Box 2)	£ 11,500.00	£ 12,006.00	£ 506.00	4%	N/A Variance < 15%
Total Other Receipts (Box 3)	£ 527.00	£ 2,720.00	£ 2,193.00	416%	£1203 donation towards the maintenance of Katherine's Well £641.89 grant from Transparency fund towards to creation of a new website and purchase of new laptop and printer
Staff Costs (Box 4)	£ 2,760.00	£ 4,142.00	£ 1,382.00	50.07%	Appointment of new chair resulted in two month where the council effectively paid for two (£470.84 extra). £39 of laptop repairs A number of admin costs (e.g. stationary, job advertisements, village hall fees and thank you gifts) have been reallocated into this category, under expenses, from the "other payments" category.
All other payments (Box 6)	£ 9,107.00	£ 7,208.00	-£ 1,899.00	-20.85%	A number of admin costs (e.g. stationary, job advertisements, village hall fees and thank you gifts) have been reallocated out of this category and into the staff costs category, under expenses. See below.
N.B Staff costs and all other payments combined (Box 4 + Box 6)	£ 11,867.00	£ 11,350.00	-£ 517.00	-4.36%	When combined, payments for 2017/18 are down from 2016/17 (see above for more information)
Total fixed assets and long term investments and assets (Box 9)	£ 6,604.00	£ 6,604.00	£ -	0.00%	No change