

Section 2 – Accounting Statements 2017/18 for

RUISHTON & THORNFALCON PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2017 £	31 March 2018 £	
1. Balances brought forward	10,659	25,388	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	14,369	21,475	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	13,055	2,425	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	5,900	7,255	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	6,795	12,230	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	25,388	29,803	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	24,737	28,918	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	79,792	79,792	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets.
		✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2018 the Accounting Statements in this Annual Governance and Accountability Return present fairly the financial position of this authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

SIGNATURE *H. Bayl-*

Date

07/05/2018

I confirm that these Accounting Statements were approved by this authority on this date:

06/06/2018

and recorded as minute reference:

MIN 18/0/15 E 4

Signed by Chairman of the meeting where approval of the Accounting Statements is given

[Signature]

Bank reconciliation – pro forma

Name of smaller authority: RUISHTON PARISH COUNCIL

County area (local councils and parish meetings only): _____

Financial year ending 31 March 2018

Prepared by Heather Bryant – Responsible Financial Officer(Name and role)

Date: 17.4.18

Balance per bank statements as at 31 March 2018:	£	£
Current	100.00	
Business Reserve	<u>30910.45</u>	31010.45

Petty cash float (if applicable)

Less: any un-presented cheques at 31 March 2018

Cheque No	000408	(363.33)	
	000415	(713.69)	
	000416	(363.53)	
	000417	(209.33)	
	000418	(26.20)	
	000419	<u>(416.00)</u>	(2092.08)

Add: any un-banked cash at 31 March 2018

Net balances as at 31 March 2018 (Box 8) 28918.37

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

CASH BOOK:

Opening Balance 1 April 2017 (Prior year Box 8)	24736.90
Add: Receipts in the year	24776.54
Less: Payments in the year	20595.07
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	<u>28918.37</u>

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	RUISHTON & BTHORNFALCON	
BOX NO	2	£
(b) Figure in 2018 column		21475
(a) Figure in 2017 column		14369
(d) Total variance: 2018 figure less 2017 figure: (b - a) A positive figure is an increase (+). a negative figure is a decrease (-)		7106

Reasons (as many as are applicable)	Amount £
Reason 1 The Council precepted £5000 for the Neighbourhood plan	5000.00
Reason 2 The Council precepted £3000 to increase the Reserve for refurbishment or replacing play equipment on the playing field	3000.00
Reason 3	
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	8000.00
(f) Unexplained amount £ of total variance at (d - e)	-894.00
Unexplained as % of 2017 figure (f / a *100) (must be below 15%)	6%
Confirm unexplained amount is less than 15% of 2017 figure YES – satisfactorily explained NO – provide further explanations	YES

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	RUISHTON & THORNFALCON	
BOX NO	3	£
(b) Figure in 2018 column		2425
(a) Figure in 2017 column		13055
(d) Total variance: 2018 figure less 2017 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)		-10630

Reasons (as many as are applicable)	Amount £
Reason 1 Grant received from Awards for All of £7650 towards the cost of producing a Neighbourhood Plan	7650
Reason 2 Grant received from Taunton Deane Borough Council towards Replacing play equipment on the Playing Fields of £2890	2890
Reason 3	
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	10540
(f) Unexplained amount £ of total variance at (d - e)	90
Unexplained as % of 2017 figure ($f / a * 100$) (must be below 15%)	0.8%
Confirm unexplained amount is less than 15% of 2017 figure YES – satisfactorily explained NO – provide further explanations	YES

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	RUISHTON & THORNFALCON	
BOX NO	4	£
(b) Figure in 2018 column		7255
(a) Figure in 2017 column		5900
(d) Total variance: 2018 figure less 2017 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)		1355

Reasons (as many as are applicable)	Amount £
Reason 1 The Neighbourhood Plan Administrator was paid a full year in 17/18 whereas in 16/17 was a part year	1216
Reason 2	
Reason 3	
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above).	1216
(f) Unexplained amount £ of total variance at (d - e)	139
Unexplained as % of 2017 figure ($f / a * 100$) (must be below 15%)	2.3%
Confirm unexplained amount is less than 15% of 2017 figure YES – satisfactorily explained NO – provide further explanations	YES

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	RUISHTON & BTHORNFALCON	
BOX NO	6	£
(b) Figure in 2018 column		12230
(a) Figure in 2017 column		6795
(d) Total variance: 2018 figure less 2017 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)		5435

Reasons (as many as are applicable)	Amount £
Reason 1 £4912 was spent on producing a Neighbourhood Plan in 17/18 whereas £872 was spent in 16/17	4040
Reason 2 Expenditure of £2860 on a defibrillator & associated works in 17/18	2860
Reason 3 In 16/17 £2599 was spent on the Recreational Ground whereas £1509 was spent in 17/18	(1090)
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	5810
(f) Unexplained amount £ of total variance at (d - e)	(375)
Unexplained as % of 2017 figure ($f / a * 100$) (must be below 15%)	5%
Confirm unexplained amount is less than 15% of 2017 figure YES – satisfactorily explained NO – provide further explanations	YES