

Bank Reconciliation 1.1

Local Council Name: Mulbarton Parish Council  
 Financial Year ending: 31 March 2017  
 Prepared by: Anne Phillips 29.04.17

Balance per bank statements as at 31 March 2017	£	£
N&P current account	35991.07	
Santander business reserve account	30290.97	
Santander current account	2628.46	
		<hr/>
		68910.50
Petty cash float		0.00
Less: any unpresented cheques at 31 March 2017		
Cheque number : 151437	(50.00)	
300451	(31.00)	
300462	(219.23)	
300463	(79.31)	
300464	(432.00)	
300465	(9.00)	
300466	(405.00)	
300467	(291.45)	
300468	(14.40)	
300469	(563.14)	
300470	(151.16)	
300471	(12.21)	
300472	(30.00)	
		<hr/>
		(2287.90)
Add: any unbanked cash as at 31 March 2017		<hr/>
		0.00
Net balances as at 31 March 2017		<hr/>
		66622.60

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

Opening balance 1 April 2016	60601.83
Add: receipts in the year	69651.20
Less: payments in the year	(63630.43)
Closing balance per cash book (receipts & payment book) as at 31 March 2017	66622.60

## Explanation of significant variances in the accounting statements – Section 2

## Mulbarton Parish Council

Section 2	2015/16 £	2016/17 £	Variance (+/-) £	Detailed explanation of variance.
<b>Box 2</b> Precept	<b>47814</b>	<b>48268</b>	<b>+454</b>	Increase due to increase in tax base, no change in band D council tax charge
<b>Box 3</b> Other income	<b>33894</b>	<b>21383</b>	<b>-12511</b>	Agency reimbursement: +£117 on previous year, annual increase on amount paid by Norfolk County Council. Interest on accounts: +£60 on previous year. Sport Club rent/receipts: +£1693 on previous year. Cricket Club payment for 15/16 paid late so shown in this year; Blakey's receipts are a new payment for 16/17 as are Peacocks payments. Allotment rents: -£858 on previous year which had included a one off payment from the Allotment Association. Wayleaves: +£3745 new payment in 16/17 for solar farm. VAT refund: -£6612 on previous year. Payments for 16/17 down on 15/16 as shown in box 6. Grants: -£10363 on previous year. Reduction of £1254 in District Council support grant for 16/17 against previous year. In 15/16 grants totalling £9509 were received for play equipment whilst in 16/17 only £400 was received. CIL receipts: -£284 on previous years receipts. Miscellaneous: -£10 on previous year.
<b>Box 4</b> Staff costs	<b>7619</b>	<b>9302</b>	<b>+1683</b>	£894 salary cost in 15/16 incorrectly shown as general admin, this reduces variance to £789. 16/17 Annual pay award of +2.2%. Overtime paid in 16/17 for additional hours to contract that hadn't been required in 15/16.
<b>Box 5</b> Loan interest/ capital	<b>0</b>	<b>0</b>	<b>0</b>	N/A
<b>Box 6</b> Other payments	<b>67788</b>	<b>54328</b>	<b>-13460</b>	General admin: +£7430. 15/16 incorrectly showed £894 salary costs against general admin. 15/16 also included purchase of new computer & printer plus technical support for website design, bus shelter refurbishment and Solicitors fees for lease agreement totalling £3984, these costs were unique to that year. In 16/17: £1900 for Queen's birthday picnic (£400 grant received from district council); £10000 to Preschool and £1000 village sign refurbishment/illumination. Play areas: +£7533 due to new hardcourt surface and fencing being installed; skate park sound proofing; additional grounds maintenance on play areas to maintain trees and hedges; new for 16/17 pest control contract for Meadows play area; play tunnel and zip wire refurbishments. S137 payments: -£130 on 15/16 Communications: -£3584. Payments in 15/16 for the completion of the Neighbourhood Plan.

## Attachment 1.2

				<p>Village cleaning: -£67.50 on previous year. Dog bin emptying increased by £89 in 16/17; 15/16 showed purchases of new dog bins.</p> <p>Allotments: +£178 on previous year due tree surgeon invoice for work completed at one site.</p> <p>Community Hall: - £22992.79 on previous year when car park was resurfaced.</p> <p>Burial Ground: +£2502. Includes 15/16 payment due to late invoicing by PCC.</p> <p>Grounds maintenance: +£364 on previous year due to tree surgeon invoice for Orchard Park.</p> <p>Common: +£1174 on 15/16. Although 16/17 showed a reduction in costs for ditch clearing on previous year, new bridle &amp; pond signs plus a new bench increased overall expenditure.</p> <p>Vat on payments: -£5822 due to lower overall payments in 16/17.</p> <p>Training: -£45.00 on previous year when new councillors attended training courses.</p>
<b>Box 7</b> Balances carried forward	<b>60602</b>	<b>66623</b>	<b>+6021</b>	Earmarked for specific purpose rather than general reserve: £10,000.00 tennis court floodlighting & metre installation.
<b>Box 9</b> Fixed assets & long term assets	<b>260413</b>	<b>261169</b>	<b>+756</b>	New purchase in 16/17: £456 bench and £300 village sign solar lighting
<b>Box 10</b> Total borrowing	<b>0</b>	<b>0</b>	<b>0</b>	N/A