

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be e figures.

Name of smaller authority: Goodmanham Parish Council

County area (local councils and parish meetings only): East Riding of Yorkshire

Financial year ending 31 March 2022

Prepared by (Name and Role): Jeremy Sherlock Parish Clerk

Date: 05/04/2022

	£	£
Balance per bank statements as at 31/3/xx:		
Business Account	-	
Business Interest Account	5,488.94	
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		5,488.94
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		-
Add: any un-banked cash as at 31/3/xx		-
Net balances as at 31/3/xx (Box 8)		£5,488.94

Explanation of variances – pro forma

Goodmanham Parish Council
East Riding of Yorkshire

Insert figures from Section 2 of the AGAR in all **Blue** highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	3,267	10,247				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	3,600	3,750	150	4.17%	NO		
3 Total Other Receipts	10,534	877	-9,657	91.67%	YES		One off grant (£10,000) and compensation (£100) in 20-21. Increase in VAT recovery (£492) and reduction in interest (£51)
4 Staff Costs	2,707	2,524	-183	6.76%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,447	6,861	2,414	54.28%	YES		Reduction in maintenance (£1,034), administration (£807). Increase in insurance (£2). Increase in projects (£3,573). Projects expenditure mainly on acquisition of assets funded by £10,000 grant
7 Balances Carried Forward	10,247	5,489			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	10,247	5,488				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	10,391	13,315	2,924	28.14%	YES		Acquisition of noticeboard (£575) and planting boxes (£2,348)
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable