

Hawkhurst Parish Council

Bank Reconciliation at 31/03/2020			
	Cash in Hand 01/04/2020		292,551.56
	ADD		
	Receipts 01/04/2020 - 31/03/2020		0.00
	SUBTRACT		
	Payments 01/04/2020 - 31/03/2020		0.00
A	Cash in Hand 31/03/2020 (per Cash Book)		292,551.56
	Cash in hand per Bank Statements		
	Cash 02/12/2014	0.00	
	Petty Cash 31/03/2018	0.00	
	Lloyds No 1 31/03/2020	10,000.00	
	Lloyds No 2 31/03/2020	120,299.31	
	Cambridge & Counties Bank 30/04/2019	86,786.66	
	Cambridge Building Society 31/12/2019	75,527.75	
			292,613.72
	Less unrepresented cheques As attached		206.16
			292,407.56
	Plus unrepresented receipts As attached		144.00
B	Adjusted Bank Balance		292,551.56
	A = B Checks out OK		

Explanation of variances – pro forma

Name of ems/er authority
County area (local councils and district / message units)

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);
- 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).

	2018/19	2019/20	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	217,647	235,747					
2 Precept or Rates and Levies	131,957	149,285	17,308	13.12%	NO		
3 Total Other Receipts	27,583	90,000	72,127	261.68%	YES		5 main cost codes received more income this year compared to last year these were: £96550 from Hawkhurst Community Trust for new community centre project to start, Kino cinema rent increased £988, business rate refund £7111, bank interest £215 and admin £286 compared to last year (total costs where income received increased compared to last year was £77860.) However less income received than last year for the cemetery - £674, the following cost centres also received less income were Fete Committee - £1198, planting displays - £190 - allotments £23, trees payments will now be collected in new financial year - £2079 streetlighting and - £963 war memorial project complete - £98 the balancing sum of less income received across a number of smaller cost codes (total costs codes where income received was less compared to last year was £5723) hence £77850 - £5723 = variance of £72127 increased overall income received during 19/20 compared to 18/19.
4 Staff Costs	51,314	114,548	63,234	123.23%	YES		From April 2019, External carer employed increased hours from 15 per week to full time 37 hours plus payments for monthly mileage & vehicle costs from April 19. From June 19 Clerk employed full time full time increased hours from 30 to 37 hours. Increased staff cost = £22134. One off pension deficit payment to Kent County Council of £41k. £22134 + £41000 = £63243 was the variance for increased staff costs for 19/20 compared to 18/19.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	90,106	75,184	-14,922	-16.56%	YES		Less spent on 12 main cost codes in 2019-20 compared to previous year 2019-20, because several projects/work commissioned completed hence less funds required. Spending reductions = Youth 1470, war memorial refurb £4563, Fowlers Wood £999 Community Trust £3199, Footpaths £199, KGV £8488, SH £1994, Copt hal £4798, Moor £436, Healemoak Play Field £1806, Allotments £573, Planting Displays £151 and Streetlighting LED project completed £13914. Total less spent = - £42220. More expenses seen in several cost codes mainly the New Community Centre project started £14306, but other codes saw increased spending of Fete £414, information services £101 Play eqp £2380, NCP £763, Cemetery £802, admin £2976, insurance £1025, section 137 £1631 and Parish office £3060, total increased spending totals £27298 when this is taken into account the total overall spending reductions compared to last year = -£42220 + 27298 = variance of -£14922 less spent during 19/20 year compared to 18/19.
7 Balances Carried Forward	235,747	294,970			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	235,111	292,551			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	356,680	269,500	12,620	4.91%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

**Hawkhurst Parish Council
Reconciliation between Box 7 and Box 8**

31/03/2020

This report explains the difference between the total balance in Box 7 and the cash balance in Box 8 by showing the totals for each type of adjustment, the details of which can be listed using the Adjustments report. It deducts the additional assets which have been included on the balance sheet and adds back in the liabilities to arrive at the balance for actual cash and short term investments. This only applies to Annual Returns prepared on Income and Expenditure basis

	<i>Amount</i>	<i>Amount</i>
Box 7 - Balances carried forward		294,970.10
Debtors	0.00	
Payments in Advance	0.00	
Stocks and Stores	0.00	
VAT Recoverable	2,418.54	
TOTAL DEDUCTIONS		2,418.54
Creditors	0.00	
Receipts in Advance	0.00	
Doubtful Debts	0.00	
TOTAL ADDITIONS		0.00
Box 8 - Total cash and short term investments		292,551.56