

Bank ReconciliationCouncil Name: **DINAS POWYS COMMUNITY COUNCIL****Financial Year Ending 31 March 2013**Prepared by: F. BUTLER – ClerkDate: 8th April 2013**Balance per Bank Statements as at 31 March 2013:**

	£	£
Current Account	1,150.00	
Business Reserve Account	52,372.49	
Enhanced One Year Fixed Rate Bond	40,000.00	
Petty Cash	<u>0.80</u>	
		93,523.29

Less Unpresented Cheques at 31st March 2013:

<u>Cheque Nos.:</u> 007003	(15.00)	
007004	(15.00)	
007015	(15.00)	
007016	<u>(25.00)</u>	
		(70.00)

Add: Any unbanked cash at 31 March 2013:

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Net Balances as at 31 March 2013

93,453.29

The net balances reconcile to the Cash Book (Receipts and Payments Account) for the year, as follows:

CASH BOOK

Opening Balance 1 April 2012	77,967.92
Add: Receipts in the year	137,095.40
Less: Payments in the year	(<u>121,610.03</u>)
Closing Balance per Cash Book (Receipts and Payments Book) as at 31st March 2013	<u>93,453.29</u>

Explanation of Variances - ProformaCommunity Council: **DINAS POWYS COMMUNITY COUNCIL**

The OVW/SLCC "Practitioners' Guide 2002" provides guidance on explaining significant variances. This is not just a matter for the audit, as it is good practice for the RFO to provide the Council with explanations for differences between one year's actual expenditure/income and the next, and between budgeted and actual expenditure/income in a year, as part of the normal budgetary control arrangements and when setting the Precept.

Please explain any variances of more than 15% between the totals for individual boxes. We do not require an explanation for variances of less than £200, however, in some cases there may be 'compensating' variances which leave the overall total for x box relatively unchanged – for example, where there was a major one-off project in 2009/10 (e.g. contribution to village hall extension of £30,000), but a totally different expense of a similar size in 2010/11 (e.g. purchase of playground equipment of £28,000). In such cases it would be helpful to provide an explanation of movements within each box. We would also ask you to explain any change where there is a movement to or from zero.

Section 1	2011/2012	2012/2013	Variance (+/-) £	Detailed explanation of variance (with amounts £)
Box 2 Annual Precept	91,170	91,190	NIL	
Box 3 Other Receipts	56,472	45,925	-10,547	Lower Halls Income by approx. £2,000 Grant Payment of £8,217 received in September 2011 to refurbish Parish Hall
Box 4 Staff Costs	58,518	61,595	+3,077	Administrative Assistant Post upgraded to Assistant Clerk which incurred increase in Salary Scale
Box 5 Loan interest/capital	NIL	NIL	NIL	
Box 6 Other Payments	59,042	60,014	+972	Election Expenses – May 2012 (£4.5K) Essential Tree Work – Cross Common – (Nov 2012)(£5K) Refurbishment of King Edward VII Memorial Drinking Fountain (during Diamond Jubilee Year) (£2.2K) By-Election – The Twyn Ward – Jan 2013 (£2.5K)
Box 7 Balances Carried Forward	77,967	93,453	+15,486	£40k reserved for possible repairs to Parish/Lee Halls roofs and future installation of a Central Heating System in the Parish Hall. Council has been successful in obtaining a grant for play equipment and adult leisure equipment on Dinas Powys Common. It will be necessary for approximately £1K funding from the Council. Council are also considering reinstating a footpath at Cross Common (land owned by the Council)
Box 8 Debtors	NIL	NIL	NIL	
Box 10 Creditors	NIL	NIL	NIL	
Box 12 Fixed & Long Term Assets	1,276,807	1,278,402	1,595	
Box 13 Total Borrowing	NIL	NIL	NIL	

