

Bank Reconciliation

This reconciliation should include **all** bank and building society accounts, including investment accounts. It **must** agree to Box 9 in the column headed "Year ending 31st March 2015" in Section 1 of the Annual Return – and will also agree to Boxes 7 and 11 where the accounts are prepared on a receipts and payment basis.

Council Name: **DINAS POWYS COMMUNITY COUNCIL**

Financial Year Ending 31 March 2015

Prepared by: F. BUTLER – Clerk

Date: 20th April 2015

Balance per Bank Statements as at 31 March 2015:

	£	£
Current Account	1,180.00	
Business Reserve Account	28,702.20	
Monmouthshire Building Society - Charities & Clubs Direct 30 Account	80,000.00	
Petty Cash	<u>11.22</u>	
		109,893.42

Less Unpresented Cheques at 31st March 2015:

<u>Cheque Nos.:</u> 007810	(15.00)	
007819	(50.00)	
007839	(25.00)	
007841	(15.00)	
007849	(1,093.80)	
007856	<u>(160.25)</u>	
		(1,359.05)

Add: Any unbanked cash at 31 March 2015:
e.g. Allotment rents banked 31 March 2015 (but not credited into bank account until 1 April

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Net Balances as at 31 March 2015

108,534.37

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

CASH BOOK

Opening Balance 1 April 2014	95,299.31
Add: Receipts in the year	222,750.86
Less: Payments in the year	<u>209,515.80</u>
Closing Balance per Cash Book (Receipts and Payments Book) as at 31 March 2015	<u>108,534.37</u>

Explanation of Variances - ProformaCouncil name: **DINAS POWYS COMMUNITY COUNCIL**

The "Practitioners' Guide 2011" 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 a box relatively unchanged. In such cases it would be helpful to provide an explanation of movements within each box. We also ask you to explain any change where there is a movement to or from zero.

Section 1	2013/2014 £	2014/2015 £	Variance (+/-) £	Detailed explanation of variance (please include monetary values)
Box 2 Annual Precept	89,754	90,315	+ 561	Banding increase in Precept Payment
Box 3 Total other Receipts	122,489	52,435	-70,054	Reduced Capital Grants Income - £53K Reduced VAT Claim (Play Equipment in previous year) - £12K Reduced various other Amounts - £5k
Box 4 Staff Costs	65,607	60,940	- 4,667	Reduction in wages due to Retirement of Handyman (Mar 2014) (£7,045) Increase - Employed Temporary Part-Time Assistant to Maint. Manager (Jun to Sep 14) (£1,989) and Annual Incremental Increase, one-off Pay Award of £100.00 - December 2014 and Pay Scale Increase to Salaried Staff January 2015
Box 5 Loan interest/ Capital repayments	NIL	NIL	NIL	
Box 6 Total other Payments	144,790	68,575	-76,512	Reduced Capital Expenditure of £76,093
Box 7 Balances carried forward	95,299	108,534	+ 13,235	£20K retained for New Central Heating system in Lee Hall and associated works to prevent energy loss. £20K retained for unexpected repairs to Parish/Lee Halls roofs. £1k (approximately) towards the cost of holding a one week's Play Scheme for local children to be held in Dinas Powys. Possible financial support to retain Dinas Powys Library (utilities costs).
Box 8 Debtors and stock balances	NIL	NIL	NIL	
Box 9 Total cash and investments	95,299	108,534	+ 13,235	£80K - Monmouthshire Building Society - Charities & Clubs Direct 30 Account
Box 10 Creditors				
Box 12 Total fixed assets/ long term assets	1,283,310	1,294,050	+10,740	Insurance Valuation Increase on Buildings (£8,308). Additional Assets (£2,432)
Box 13 Total Borrowings	NIL	NIL	NIL	