

Bank reconciliation

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed "Year ending 31 March 2020" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis

Name of smaller authority: **Badgworth Parish Council**

County area (local councils and parish meetings only):

Financial year ending 31 March 2020

Prepared by (Name and Role): **Mrs H Marshall**

Date: **1.5.20**

	£	£
Balance per bank statements as at 31/3/20:		
Current Account	6,335.24	
	<hr/>	6,335.24
Petty cash float (not applicable)		-
Less: any un-presented cheques as at 31/3/20 <i>(normally only current account)</i>		
Cheque number 811	(25.00)	
	<hr/>	(25.00)
Add: any un-banked cash as at 31/3/20	-	
	-	
	<hr/>	
Net balances as at 31/3/20 (Box 8)		<u><u>6,310.24</u></u>

Explanation of variances – pro forma

Name of smaller authority: **Badsworth Parish Council**
 County area (local councils and parish municipal clubs): **South 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);
- 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	7,076	5,800					
2 Precept or Rates and Levies	7,950	8,300	350	4.40%	NO		
3 Total Other Receipts	552	407	-145	26.27%	YES		
4 Staff Costs	6,045	5,605	-440	7.28%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,733	2,592	-1,141	30.57%	YES		payment was made to the payroll for the change over from arrears payments to current month
7 Balances Carried Forward	5,800	6,310			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	5,800	6,310				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	9,307	9,695	388	4.17%	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