

**SECTION 5**

**LOCAL COUNCIL NAME: INGOLDSBY PARISH COUNCIL**

**COUNTY: LINCOLNSHIRE**

**BANK RECONCILIATION YEAR ENDED 31 MARCH 2016**

|   | £              |
|---|----------------|
| Balance per bank statement at 31 March 2016 (taken from bank statement)                 | <b>1894.59</b> |
|   | <b>2185.59</b> |
| <b>Outstanding items</b>  |                |
| <b>Less</b> unpresented cheques (to agree with attached list)                           | <b>0</b>       |
| <b>Plus</b> uncleared payments into bank (to agree with attached list)                  | <b>(54.00)</b> |
| <b>Petty cash</b><br>Plus any petty cash balance held at 31 March 2016                  | <b>0</b>       |
| Balance per cash book (council's own records) at 31 March 2016 (Box 8 on Annual Return) | <b>4026.18</b> |

The uncleared payments detailed to the left are two separate payments. The first uncleared payment is a cheque to the value of £7.50 and is for County Association expenses. The second is a cheque to the value of £46.50 and is for hire of the village hall for Parish Council meetings. Details of this expenditure can be found on page 1 and page 3 of the bank reconciliation document.

## EXPLANATIONS OF SIGNIFICANT VARIANCES ON THE ACCOUNTING STATEMENTS

| <b>Box on Section 2</b>                       | <b>2015 £</b> | <b>2016 £</b> | <b>Variance Increase (+) or decrease (-)<br/>(2016 less 2015)<br/>£</b> | <b>% (Variance divided by 2015 figure multiplied by 100)</b> | <b>Explanation required?<br/>Less than £250? - NO<br/>More than 15% - YES<br/>Less than 15% - NO</b> |
|---|---------------|---------------|---|--|--|
| Box 2<br>Precept or Rates or Levies           | 4343          | 4466          | 123   | 3%   | NO   |
| Box 3<br>Total other receipts                 | 1529          | 1006          | (523)   | (34%)  | YES  |
| Box 4<br>Staff costs                          | 1623          | 1664          | 41  | 3%   | NO   |
| Box 5<br>Loan interest/<br>capital repayments | 0             | 0             | 0   | 0  | NO   |
| Box 6<br>All other payments                   | 2258          | 1966          | (292)   | (13%)  | NO   |
| Box 9<br>Total fixed assets                   | 572           | 572           | 0   | 0  | NO   |

| <b>BOX NO 3 (TOTAL OTHER RECEIPTS)</b>  | <b>£</b> |
|---|----------|
| Figure in 2015 column                   | 1529     |
| Figure in 2016 column                   | 1006     |
| Variance (2015 figure less 2016 figure) | (523)    |

| <b>Reasons (as many as are applicable)</b> | <b>Amount<br/>£</b>  |
|--|--|
| Reason 1                                   | In the 14/15 financial year Ingoldsby Parish Council received £123.00 from South Kesteven District Council in the form of a Council Tax Support Grant. This grant was not forthcoming in the 15/16 financial year. |
| Reason 2                                   | In 14/15 the PC received £407.00 in the form of grants not received in 15/16.<br><br>This gives a total of £530.00 which more than accounts for the £523 variance above.   |