

END OF YEAR ACCOUNTS

31 March 2022

Bank reconciliation

Financial year ending 31 March 2022		NORTON LINDSEY PARISH COUNCIL	
Name of smaller authority:		WARWICKSHIRE	
County area (local councils and parish meetings only):		JENNIFER BENDALL, CLERK / RFO	
Prepared by (Name and Role):		04/06/2022	
Date:			
Balance per bank statements as at 31/3/22:			
Current Account (NatWest)	£12,928.11		
Reserve Account 1 (NatWest)	£10,162.93		
Reserve Account 2 (NatWest)	£85.99		
95-day notice Account (Cambridge & Counties)	£12,610.21		
Business Everyday Saver (Santander)	£1.08		
		£35,788.32	
Petty cash float (if applicable)	£0.00		
		£0.00	
Less: any unrepresented cheques as at 31/3/22			
-	£0.00		
		£0.00	
Add: any un-banked cash as at 31/3/22			
-	£0.00		
		£0.00	
Net balances as at 31/3/22			£35,788.32

Income / Expenditure Against Budget

	Budget	YEAR END 31-Mar-22	Variance
RECEIPTS			
Precept	£ 10,000.00	£ 10,000.00	£ -
Bank Interest - General Savings (Reserve Account 1)	£ 3.75	£ 0.93	-£ 2.82
Bank Interest - Depot Fund (Reserve Account 2 and C&C 95-day Notice Account)	£ 124.12	£ 134.76	£ 10.64
Other	£ 430.00	£ 250.00	-£ 180.00
TOTAL	£ 10,557.87	£ 10,385.69	-£ 172.18
EXPENDITURE			
WALC Subscription	£ 140.00	£ 127.00	-£ 13.00
Insurance	£ 350.00	£ 274.32	-£ 75.68
Seminars for Councillors	£ 100.00	£ -	-£ 100.00
Audit	£ -	£ -	£ -
Staffing Costs	£ 3,450.00	£ 3,257.28	-£ 192.72
Staff Expenses	£ 92.00	£ 51.67	-£ 40.33
Staff Training	£ 100.00	£ -	-£ 100.00
Admin Costs	£ 125.00	£ 4.37	-£ 120.63
Miscellaneous	£ 500.00	£ -	-£ 500.00
Hire of Rooms	£ 250.00	£ 67.50	-£ 182.50
Society of Council Clerks Membership	£ 100.00	£ 95.00	-£ 5.00
Information Commissions Office	£ 45.00	£ 40.00	-£ 5.00
Website	£ 75.00	£ -	-£ 75.00
Section 137 donations	£ 2,000.00	£ 823.53	-£ 1,176.47
Grants under Discretionary Powers	£ 500.00	£ 1,155.49	£ 655.49
Donations from Depot Fund	£ -	£ -	£ -
Annual Parish Council Report	£ 100.00	£ -	-£ 100.00
Parish Plan	£ 500.00	£ -	-£ 500.00
Asset register renewal	£ 1,200.00	£ 1,200.00	£ -
Election expenses	£ -	£ -	£ -
Reclaimable VAT	£ 100.00	£ 121.69	£ 21.69
TOTAL	£ 9,727.00	£ 7,217.85	-£ 2,509.15

Expenditure over £100 which is not individually listed above or detailed on Donations/Grants page

Item	Date of Expenditure	Value	Amount of Recoverable VAT (included in figures above)
-			
		£ -	£ -

Reserves**Earmarked reserves at 31.03.22**

Asset Register Renewal Fund	£ 5,893.64
Sum held for Election Expenses	£ 3,500.00
Depot Fund *	£ 12,697.28
General Reserves / Current Account	£ 13,697.40
	£ 35,788.32

* The Depot Fund is a sum of money received from Warwickshire County Council in 2005 following the sale of a piece of land in Norton Lindsey, and is only to be used for capital projects that benefit the community.

Explanation of variances – pro forma

Name of smaller authority:

**Norton Lindsey Parish Council
Warwickshire**

County area (local councils and parish meetings only):

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);
- New from 2020/21 onwards: variances of £100,000 or more require explanation regardless of the % variation year on year;
- 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).

	2020/21 £	2021/22 £	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	33,187	31,420					opening balance not required - Balance brought forward does not agree, query this
2 Precept or Rates and Levies	10,000	10,000	0	0.00%	NO		Figure restated. Three cheques amounting to £330.08 were stated as un-presented at 31 March 2021, and were subsequently cancelled when they were still not presented 6 months on.
3 Total Other Receipts	208	385	177	85.10%	YES	less than £200	
4 Staff Costs	5,268	3,257	-2,011	38.17%	YES		During the year ended 31 March 2021, there was a lot of overtime worked due primarily to Covid and a few large planning applications in the parish. The workload returned to normal levels during the year ended 31 March 2022.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	7,037	2,760	-4,277	60.78%	YES		A breakdown of other payments for the years 2020/21 and 2020/22 are shown below
7 Balances Carried Forward	31,090	35,788					REQUIRED RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL
8 Total Cash and Short Term Investments	31,090	35,788					REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	15,902	16,296	394	2.48%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

A breakdown of other payments made by Norton Lindsey Parish Council

	Year Ended	
	31.03.2021	31.03.2022
WALC Subscription	£ 127.00	£ 127.00
Insurance	£ 274.32	£ 274.32
Seminars for Councillors	£ 15.00	£ -
Audit	£ 200.00	£ -
Clerk's travel expenses and home working allowance	£ 77.55	£ 51.67
Admin Expenses: Stationery/Printing/Postage/etc #	£ 245.06	£ 4.37
Miscellaneous *	£ 99.58	£ -
Hire of Rooms	£ -	£ 67.50
Society of Local Council Clerks Membership	£ 92.00	£ 95.00
Information Commissioners Office (data protection)	£ 40.00	£ 40.00
Clerk's Training	£ 135.00	£ -
Website	£ -	£ -
Section 137 Grants	£ 595.29	£ 823.53
Grants under Discretionary Powers	£ 1,350.00	£ 1,155.49
Election Costs	£ 2,833.54	£ -
Purchase of new assets (laptop, warning signs, Christmas lights)	£ 683.65	£ -
VAT paid (to be reclaimed)	£ 268.87	£ 121.69
Totals	£ 7,036.86	£ 2,760.57

* Miscellaneous expenditure in 2020/21 included printing costs for a PC Annual Report to the Parish.

Admin expenses in 2020/21 included the purchase of Local Council Administration and ink for the printer.