

BANK RECONCILIATION		FINANCIAL YEAR ENDING 31 MARCH 2017		
Authority Name and Reference		SCROOBY PARISH COUNCIL NOT166		
Prepared By:	Name	Mr A W Smith	Date:	01/05/2017
	Role (Clerk/RFO)	Treasurer		
Approved By:	Name	Mr E Marshall	Date:	08/05/2017
	Role (RFO/Chair)	Chair		
Balance per Bank Statements as at 30th March 2017		£	TOTAL £	
List balances on all bank accounts plus Petty Cash floats at 30th March 2017				
Nat West Current Account		13,062.56		
Nat West Business Reserve Account		15.07		
Petty Cash		0.00	13,077.63	
Less: any un-presented cheques at 31 March 2017: (normally only current account. List date, cheque number & value)				
28/03/2017	000710	130.00		
			130.00	
Add: any un-banked cash at 31 March 2017: (List date, and amount received)				
21/03/2017		288.69		
31/03/2017		11.25		
31/03/2017		371.00		
31/03/2017		115.50		
31/03/2017		77.00	863.44	
TOTAL - NET BANK BALANCES AS AT 31 MARCH 2017			£	13,811.07

<i>The net balances reconcile to the Cash Book for the year, as follows:</i>	
CASH BOOK (receipts and payments / income & expenditure schedules)	£
Opening Balance	13,644.15
Add: Receipts in the year	9,298.50
Less: Payments in the year	9,131.58
CLOSING BALANCE PER CASH BOOKS @ 31 MARCH 2017	£ 13,811.07
Must equal total net bank balances above and Section 2, Box 8	

Explanations of individual variances

Schedule C2

One sheet to be prepared for each variance that requires explanation

Authority Name and Reference		SCROOBY PARISH COUNCIL	NOT166
BOX NO	Box 3 - Total other receipts		£
(b) Figure in 2017 Column			4,520
(a) Figure in 2016 Column			3,652
(d) Total variance: 2017 figure less 2016 figure: (b - a) A Positive figure is and increase (+) A Negative figure is a decrease (-)			868 Or 23.77 %

Reasons (as many as are applicable)	Amount £
Reason 1 Increased usage / rental of Village Hall	943
Reason 2 Further reduction on Notts County Council Concurrent Grant	-77
(e) TOTAL AMOUNT OF £ EXPLAINED (total of reasons above)	866
(f) Unexplained amount £ of total variance at (d - e)	-2
Unexplained as % of 1026 figure (f / a *100) (must be below 15%)	-0.05%
Confirm unexplained amount is less than 15% of 2016 figure YES - Satisfactorily explained NO - provide further explanations	YES

Explanations of individual variances

Schedule C2

One sheet to be prepared for each variance that requires explanation

Authority Name and Reference		SCROOBY PARISH COUNCIL NOT166
BOX NO	Box 6 - All other payments	£
(b) Figure in 2017 Column		6,383
(a) Figure in 2016 Column		8,298
(d) Total variance: 2017 figure less 2016 figure: (b - a) A Positive figure is and increase (+)		-1,915 Or -23.08 %

Reasons (as many as are applicable)	Amount £
Reason 1 Playground equipment purchased in 2016, no new equipment required in 2017	-2786
Reason 2 Purchase of a First Aid Difibrillator	1249
Reason 3 Reduced work needed to maintain the Village Hall in 2017	-400
(e) TOTAL AMOUNT OF £ EXPLAINED (total of reasons above)	-1937
(f) Unexplained amount £ of total variance at (d - e)	-22
Unexplained as % of 2016 figure (f / a *100) (must be below 15%)	-0.27%
Confirm unexplained amount is less than 15% of 2016 figure YES - Satisfactorily explained	YES

Explanations of individual variances

Schedule C2

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Authority Name and Reference		SCROOBY PARISH COUNCIL NOT166
BOX NO	Box 9 - Total Fixed Assets plus Long Term investments a	£
(b) Figure in 2017 Column		146,443
(a) Figure in 2016 Column		145,064
(d) Total variance: 2017 figure less 2016 figure: (b - a) A Positive figure is and increase (+)		1,379 Or 0.95 %

Reasons (as many as are applicable)	Amount £
Reason 1 Hand crafted Mobile Bar for Village Social Events	130
Reason 2 Purchase of a First Aid Difibrillator	1249
Reason 3	
(e) TOTAL AMOUNT OF £ EXPLAINED (total of reasons above)	1379
(f) Unexplained amount £ of total variance at (d - e)	0
Unexplained as % of 2016 figure (f / a *100) (must be below 15%)	0.00%
Confirm unexplained amount is less than 15% of 2016 figure YES - Satisfactorily explained	YES