

Receipts

Date	Details	Precept	Interest	Rents	Allotments	Grants	Vat	Amount
8/4/15	Yorkshire water			£25.00				£25.00
30/4/15	ERYC Precept	£1998.00						£1998.00
30/6/15	Bus Saver Interest		£0.11					£0.11
27/7/15	Vat Repayment						£118.82	£118.82
30/9/15	Bus Saver Interest		£0.10					£0.10
18/11/15	Allotment Fees				£48.67			£48.67
7/12/15	Bus Saver Interest		£0.10					£0.10
8/1/16	Transparency Code Grant (electronically transferred by ERNLLCA)					£925.00		£925.00
2/3/16	Bus Saver Interest		£0.10					£0.10
31/3/16	Yorkshire Water			£25.00				£25.00
Total		£1998.00	£0.41	£50.00	£48.67	£925.00	£118.82	£3140.90

MILLINGTON CUM GIVENDALE PARISH COUNCIL

B

Payments

Dates	Cheque No	Details	Salary	Admin	Facilities	Property	Amount (excl VAT)	Vat	Total	Cleared	Comment
7/4/15	100514	Pat Traile (Internal Audit Fees)		£25.00			£25.00		£25.00	Yes	
7/4/15	100515	Millington Village Hall Hire		£30.00			£30.00		£30.00	Yes	
7/4/15	100516	Clerk's Salary	£317.28				£317.28		£317.28	Yes	
7/4/15	100517	Clerk's Expenses		£34.13			£34.13		£34.13	Yes	
28/5/15	100520	AON Insurance		£388.27			£388.27		£388.27	Yes	
7/7/15	100521	ERNLLCA		£225.92			£225.92		£225.92	Yes	
7/7/15	100522	Millington Village Hall Hire		£50.00			£50.00		£50.00	Yes	
13/10/15	100523	Millington Village Hall Hire		£40.00			£40.00		£40.00	Yes	
5/1/15	100524	Millington Village Hall Hire		£20.00			£20.00		£20.00	Yes	
5/1/16	100525	ERVAS		£10.00			£10.00		£10.00	Yes	Replacement cheque see 100519
16/2/16	100526	Chainsaw Accessories (R Willoughby)				£49.00	£49.00	£9.81	£58.81	Yes	
29/3/16	100527	Clerk's Expenses		£64.16			£64.16		£64.16	Yes	Cleared 1/4/16
29/3/16	100528	Clerk's Salary	£707.75				£707.75		£707.75	Yes	Cleared 1/4/16
29/3/16	100529	HRMC	£248.39				£248.39		£248.39	Yes	Cleared 6/4/16
29/3/16	100530	East Riding Council (Open Electoral Role) - Judith Roberts		£21.20			£21.20		£21.20	Yes	Cleared 1/4/16
29/3/16	100531	Amazon (Wifi Booster & Laptop Case) - Judith Roberts				£47.67	£47.67	£9.53	£57.20	Yes	Cleared 1/4/16
29/3/16	100532	PC World (Laptop) - Judith Roberts				£341.65	£341.65	£68.33	£409.98	Yes	Cleared 1/4/16
29/3/16	100533	Travis Perkins (Rock Salt)- Judith Roberts			£90.00		£90.00	£18.00	£108.00	Yes	Cleared 1/4/16
Totals			£1273.42	£908.68	£90.00	£438.32	£2710.42	£105.67	£2816.09		

Year Ending		Current
31 Mar 2015		31st Mar 2016
£		£
Receipts		
£2400.00	Precept	£1998.00
£25.00	Rents	£50.00
£42.82	Allotments	£48.67
£0.00	Grants	£925.00
£35.00	Other Receipts	£0.00
£0.31	Interest	£0.41
£216.77	VAT	£118.82
£2719.90		£3140.90
Payments		
£792.96	Staff Salaries	£1273.42
£607.95	General Administration	£908.68
£20.67	S137 Payments	£0.00
£420.00	Facillities	£90.00
£0.00	Property	£438.32
£355.36	Other Payments	£0.00
£92.92	VAT	£105.67
£2289.86		£2816.09

Receipts & Payments Accounts

Year Ending 31/03/2015		Current Year Ending 31st Mar 2016
£		£
Receipts		
£2400.00	Precept	£1998.00
£25.00	Rents	£50.00
£43.75	Allotments	£48.67
£0.00	Grants	£925.00
£35.00	Other Receipts	0
£0.31	Interest	£0.41
£216.77	VAT	£118.82
£2720.83		£3140.90
Payments		
£792.96	Staff Salaries	£1273.42
£607.95	General Administration	£908.68
£20.67	S137 Payments	£0.00
£420.00	Facilities	£90.00
£0.00	Property	£438.32
£355.36	Other Payments	£0.00
£92.92	VAT	£105.67
£2289.86		£2816.09
RECEIPTS & PAYMENTS SUMMARY		
£937.53	General Fund brought forward 1st April 2015	£1368.50
£430.97	Net income/expenditure as shown above	£324.81
£1368.50	Fund balance carried forward st 31st March 2016	£1693.31
These cumulative funds are represented by :-		
£583.25	Business Current Account 31/3/16	£2524.33
£0.00	less unrepresented cheques	£1616.68
£785.25	Business Savings Account	£785.66
£1368.50		£1693.31
£968.50	General Reserve	£1293.31
£400.00	Neighborhood Plan Fund	£400.00
£1368.50		£1693.31

Bank Reconciliation at 31st March 2016

	£
Balance brought Forward	£1368.50
Add Receipts to 31st March	£3140.90
	£4509.40
Deduct Payments for year (per bank a/c)	£2816.09
Balances at 31st March 2016	£1693.31
Balances as per Statements	
Business Current Account as at 31st March	£2524.33
Business Saving Account as at 31st March	£785.66
Uncleared Cheques	£1616.68
	£1693.31

Bank reconciliation - pro forma**Millington cum Givendale Parish Council**

Financial year ending 31 March 2016

Prepared by Judith Roberts, Clerk to the Council/Responsible Financial Officer (Name and role)

Date 29th March 2016

Balance per bank statements as at 31 March 2016

	£	£
a/c business current account	2,524.33	
a/c business saver account	785.66	
		3,309.99
Petty cash float (if applicable)		-
Less: any unpresented cheques at 31 March 2016		
cheque no. 100527	£64.16	
cheque no. 100528	£707.75	
cheque no. 100529	£248.39	
cheque no. 100530	£21.20	
cheque no. 100531	£57.20	
cheque no. 100532	£409.98	
cheque no. 100533	£108.00	
		1,616.68
Add: any unbanked cash at 31 March 2016	0.00	
		0.00
Net balances as at 31 March 2016		1,693.31

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:

Opening balance 1 April 2015	1,368.50
Add: receipts in the year	3,140.90
Less: Payments in the year	2,816.09
Closing balance per cash book [receipts and payments book] as at 31 March 2016 (must equal net balances above) at	1,693.31

Explanation of variances - pro forma for local councils

Millington cum Givendale Parish Council

The NALC/SLCC 'Practitioners' Guide 2010' (paragraph 2.15 onwards) provides guidance on explaining significant variances. Please provide explanations for the following:

- variances of more than 15% between totals for individual boxes (except variations of less than £200);
- any changes where there is movement to or from zero; and
- if the total reserves (Box 7) figure is more than twice the annual precept value (Box 2)

Section 1	2014/15 £	2015/16 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)
Box 1 Balances brought forward	938	1,369	431	45.97	
Box 2 Precept	2,400	1,998	-402	-16.75	Precept was higher to 2014/15 to raise funding for a Neighbourhood Plan
Box 3 Other receipts	321	1,143	822	256.23	This year council was awarded £925 grant to comply with Transparency Code.
Box 4 Staff costs	793	1,273	480	60.59	This years salary costs include:- 6 months salary for retiring clerk for Oct '14-Mar '15. £450.48 11 months salary for new clerk May '15 to Mar '16 £956.14
Box 5 Loan interest/ capital repayments	0	0	0	0.00	
Box 6 Other Payments	1,497	1,543	46	3.06	
Box 7 Balances carried forward	1,369	1,693	325	23.73	
Box 8 Cash and short term investments	1,369	1,693	325	23.73	Funding for compliance with Transparency code not completely spent at Mar 31st '16
Box 9 Fixed assets & long term assets	1,306	2,044	738	56.51	Purchase of laptop & Wifi booster £540 Gift from East Rlding Council of a projector £250
Box 10 Borrowings	0	0	0	0	