Section 2 – Accounting Statements 2017/18 for

FALFIELD PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2017 £	31 March 2018 £	*Please round all figures to nearest £1. Do not leave any boxes blank and report £0 or Nil balances. All figures must agree to underlying financial records.*
1. Balances brought forward	12,632	14,977	*Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.*
2. (+) Precept or Rates and Levies	6,300	6,450	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	1,165	1,135	*Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.*
4. (-) Staff costs	3,918	4,151	*Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.*
5. (-) Loan interest/capital repayments	0	0	*Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).*
6. (-) All other payments	1,202	2,267	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	14,977	16,144	*Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).*
8. Total value of cash and short term investments	14,977	16,144	*The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March –* ***To agree with bank reconciliation.***
9. Total fixed assets plus long term investments and assets	4,941	5,056	*The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.*
10. Total borrowings	0	0	*The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).*

	Yes	No	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)			*The Council acts as sole trustee for and is responsible for managing Trust funds or assets.*
		✓	*N.B. The figures in the accounting statements above do not include any Trust transactions.*

I certify that for the year ended 31 March 2018 the Accounting Statements in this Annual Governance and Accountability Return present fairly the financial position of this authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date 15/05/2018

I confirm that these Accounting Statements were approved by this authority on this date:

15/05/2018.

and recorded as minute reference:

916/18.2.

Signed by Chairman of the meeting where approval of the Accounting Statements is given

X

Explanation of variances – pro forma

Name of smaller authority: **FALFIELD PARISH COUNCIL**

County area (local councils and parish meetings only: **SOUTH GLOUCESTERSHIRE**

Please provide full explanations, including numerical values, for the following:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

Section 2	2016/17 £	2017/18 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)
Box 2 *Precept or Rates and Levies*	6,300	6478	178	2.8%	
Box 3 *Total other receipts*	1,165	1,107	- 58	- 5.0%	
Box 4 *Staff costs*	3,790	4,151	361	9.5%	
Box 5 *Loan interest/ capital repayments*	0.00	0.00	0.00		
Box 6 *All other payments*	1,455	2,267	**812**	**55.8%**	The main reasons for increase are as follows: • The set-up costs and annual subscription for Parish Council website totalled **£449.00**. • General admis cost were highering being approx **£156** over budget. This was due to postage, paper and printer ink. • Training costs amounted to **£130** against no costs in 2016/17. • Hall rental increased by **£40** due to moving from bi-monthly to monthly meetings.
Box 9 *Total fixed assets & long term investments & assets*	4,941	5,056	115	2,3%	
Box 10 *Total borrowings*	0.00	0.00	0.00		
Explanation for 'high' reserves	Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:				

Reconciliation between Box 7 and Box 8 in Section 2 – pro forma

(applies to Accounting Statements prepared on an income and expenditure basis only)

Name of smaller authority: **FALFIELD PARISH COUNCIL**

County area (local councils and parish meetings only): SOUTH GLOUCESTERSHIRE

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

		£	£
Box 7: Balances carried forward			**16,144**
Deduct:	Debtors • • •		0.00
		0.00	
Deduct:	Payments made in advance (prepayments) • •		0.00
		0.00	
Total deductions			16,144
Add:	Creditors (must not include community infrastructure levy (CIL) receipts) • •		
		0.00	
Add:	Receipts in advance (must not include deferred grants/loans received) • •		
		0.00	
Total additions			16,144
Box 8: Total cash and short term investments			16.144

Bank reconciliation – pro forma

Name of smaller authority: **FALFIELD PARISH COUNCIL**

County area (local councils and parish meetings only): SOUTH GLOUCESTERSHIRE

Financial year ending 31 March 2018

Prepared by: J. Carpenter, Clerk & RFO

Date: 15th May 2018

Balance per bank statements as at 31 March 2018:	£	£
National Savings & Investment Account	6031	
NatWest Current Account	10662	
	16693	16693
Petty cash float (if applicable)		
Less: any unpresented cheques at 31 March 2018		
Cheque No: 000826	100	
Cheque No: 000825	449	
	549	549
Add: any un-banked cash at 31 March 2018		
NIL		
Net balances as at 31 March 2018 (Box 8)		16144

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

CASH BOOK:

Opening Balance 1 April 2017 (Prior year Box 8)	
Add: Receipts in the year	
Less: Payments in the year	
Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	16144