

Tur Langton Parish Council

Leicestershire

Bank Reconciliation Year Ended 31/3/2015

	£
Balance on Lloyds Bank Statement at 31/3/15	4638.81
Balance in Market Harborough Building Society book at 31/3/15	15.36
Outstanding Items Less unpresented cheques to agree with attached list	464.80
Petty Cash Plus any petty balance held at 31/3/15	50.00
Balance in the cash book	4239.37

Unpresented cheques

Cheque Number	Date	Amount £
000503	26/3/15	60.00
000504	26/3/15	243.80
000505	26/3/15	156.00
000508	26/3/15	5.00
	Total	464.80

Explanation of Significant Variances

Box on Section 1	2014 £	2015 £	Variance Increase (+) or decrease (-) (2015 less 2014) £	% (Variance divided by 2014 figure multiplied by 100)	Explanation required? Less than £250? – NO Less than 15% - NO More than 15% - YES
Box 2 Annual Precept	3896	3918	22	0.565	NO
Box 3 Total other receipts	1002	710	-292	29.14	YES
Box 4 Staff Costs	530	1862	1332	251.32	YES
Box 5 Loan interest / capital repayments	0	0	0	0	NO
Box 6 All other payments	1545	2666	1121	72.56	YES
Box 9 Total fixed assets	2537	2714	177	7	NO

Box No 3	£
Figure in 2014 column	1002
Figure in 2015 column	710
Variance	29.14% (-£292)
Reasons	Amount £
Reason 1 - VAT refund in 2013/14 was £475.00 compared to £184.17 in 2014/15 (this relates to a payment for legal assistance in the 2013/14 year)	-£290.83
Unexplained	£1.17
Confirmation that unexplained amount is less than 15% of 2014 figure	0.12%

Box No 4	£
Figure in 2014 column	530
Figure in 2015 column	1862
Variance	251.32% (£1332)
Reasons	Amount £
During part of the 2013/14 year the clerk was on maternity leave and so only working for "Keeping in touch" hours. For the remainder of the year clerk had moved away and so hours worked were limited. This resulted in a much lower salary figure for the 2013/14 year. A new clerk was employed for four hours a week from 12/5/14	1036.50
For a short period there was an overlap of clerk so the figure for 2014/15 represents two clerk's salaries	192.15
An additional payment of non-consolidated pay award was added to the salary for December 2014 (national pay award)	10.80
The salary figure also includes a Homeworking Allowance from 12/5/14 of £2 a week. This is a new expense and did not occur in previous years	92.29
Unexplained	0

Box No 6	£
Figure in 2014 column	1545
Figure in 2015 column	2666
Variance	72.56% (£1121)
Reasons	Amount £
Two insurance payments (i.e. for 2014/15 and 2015/16) paid out in 2014/15 year and only one (2013/14) in previous year	243.80
A donation was made to the Village Hall in 2014/15 year but not in the previous year	500.00
A payment was made to solicitor for advice re Village Hall lease in 2014/15 but not in previous year	156.00
Purchase of Hard Drive for computer	45.00
Subscription for Clerk to SLCC in 25014/15 year but not in previous year	69.00
Purchase of reference book	69.00
Travel Expenses paid during 2014/15 year but not in 2013/14 year	98.55
Unexplained	60.35
Confirmation that unexplained amount is less than 15% of 2014 figure	3.91%

Earmarked Reserves at 31/3/15

Amount held at 31/3/15 £	Purpose of reserve
£1,500	Village Hall
£450.00	IT Equipment
£100.00	Neighbourhood Plan
£930.00	Election
£60.00	Repairs and maintenance
£3,040.00	