

Explanation of variances – pro forma

Name of smaller authority: **Tickhill Town Council**

County area (local councils and parish meetings only: **South Yorkshire**

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 <i>Precept or Rates and Levies</i>	41,000	41951	951	2.5%	
Box 3 <i>Total other receipts</i>	19578	20473	895	4.5%	
Box 4 <i>Staff costs</i>	30475	31188	713	2.3%	
Box 5 <i>Loan interest/ capital repayments</i>	Nil	Nil			
Box 6 <i>All other payments</i>	30,860	47389	16529	54%	Levy of business rates £11575 (Back dated 3ys) Repairs to ancient monument £1686 Provision for legionella testing £1571 Installation of CCTV 1853.00
Box 9 <i>Total fixed assets & long term investments & assets</i>	363224	363224	Nil		
Box 10 <i>Total borrowings</i>	Nil	Nil			
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:				

UNAUDITED

TICKHILL TOWN COUNCIL 2017/18 -SUMMARY RECEIPTS AND PAYMENTS ACCOUNT

RECEIPTS	2016/17	Budget 2017/18	2017/18 Actual	2017/18 Notes
Precept	£41,000.00	£41,951.00	£41,951.00	Increase in Taxbase
Grant Allocation	£1,549.00	£1,549.00	£1,549.00	
2016 Memorial Seat Public Donations	£350.00	£0.00	£0.00	Account closed
Other. Big Lunch, DMBC water refund, Bowles kitchen use, Tennis repayment & TIB flowers	£1,021.86	£800.00	£1,815.92	Tesco bags of help
Children's Activities	£682.80	£0.00	£0.00	Nil donation
Pavilion & Sports Hire	£12,543.62	£11,500.00	£13,464.09	Higher usage
Sub total	£16,147.28	£13,849.00	£16,829.01	
VAT Refund	£3,330.80	£2,500.00	£3,444.82	More claimed
Litter Picker	£100.00	£0.00	£200.00	Donation from Spar
TOTAL RECEIPTS	£19,578.08	£16,349.00	£20,473.83	
TOTAL RECEIPTS (Inc Precept)	£60,578.08	£58,300.00	£62,424.83	
PAYMENTS				
All Staff Salaries	£30,475.43	£31,798.00	£31,187.64	Increase in pay scale
General Administration	£4,728.54	£6,360.00	£5,275.77	Pension not taken up
Litter Picker	£185.00	£500.00	£93.45	supported by donations
Car Park	£262.71	£450.00	£0.00	Nil expenditure
Election Fund/Business Rates	£0.00	£0.00	£11,575.34	Unexpected!
Grants	£2,603.32	£1,800.00	£1,238.23	Grant applications down
Christmas	£6,779.67	£8,000.00	£7,070.43	Donation for carol sheets
Mayors Allowance	£500.00	£500.00	£151.92	Little used. Self supported
Young Person, Web Site & Contingencies	£113.88	£5,200.00	£97.83	Contingency not used
Sub Total	£45,648.55	£54,608.00	£56,690.61	
Pavilion/Sports	£9,813.10	£7,110.00	£7,235.56	
Sub Total	£55,461.65	£61,718.00	£63,926.17	
Neighbourhood Plan/Pavilion works	£1,363.24	£9,350.00	£10,410.74	Buttercross/Office/legionella
VAT paid & TIB Flowers	£3,850.85	£3,200.00	£4,193.68	More spent
Sub total	£60,675.74	£74,268.00	£78,530.59	
Events	£230.27	£500.00	£45.60	Commonwealth flag
Sub total	£60,906.01	£74,768.00	£78,576.19	2017/18 Notes
Pavilion Water Supply Upgrade	£0.00			
Floor/Toilets 2013/14	£430.00			
Total Payments	£61,336.01	£74,768.00	£78,576.19	
RECONCILIATION	2016/17		2017/18	
Balance Forward	£55,348.47		£54,590.54	
Receipts (Inc Precept)	£60,578.08		£62,424.83	
	£115,926.55		£117,015.37	
Payments	£61,336.01		£78,576.19	Business rates (£11575.34)
	£54,590.54		£38,439.18	
Bank Current Account	£54,585.54		£38,434.18	
Pavilion Float	£5.00		£5.00	
	£54,590.54		£38,439.18	
Representing: -				
Capital Reserve	£6,942.91		£4,592.91	
Pavilion Reserve	£15,000.00		£20,000.00	
Special Reserve	£15,000.00		£0.00	Reserve closed
General Fund	£10,158.15		£6,686.79	
Young Person Award Fund	£885.00		£855.00	
Alison Award	£50.00		£40.00	
Election Reserve	£6,000.00		£6,000.00	
Christian Fellowship Funding	£554.48		£264.48	
Account Totals	£54,590.54		£38,439.18	

55

Tickhill Town Council Year End Bank Reconciliation as at 31/03/2018

From Audited A/Cs as at 01/04/2017

Capital reserve	£ 6,942.91	
Pavilion Repairs/Renewals Res.	£ 20,000.00	
Revenue /Working Fund & Tesco Grant	£ 20,158.15	
Young Person Award Fund	£ 885.00	
Alison Award	£ 50.00	
Christian Fellowship Funding	£ 554.48	
Election Reserve	£ 6,000.00	
Balances brought Forward	£ 54,590.54	£ 54,590.54
	Add Income	£ 62,424.83
		£ 117,015.37
	Deduct Payments	£ 78,576.19
	Total	£ 38,439.18

Bank 31/03/2018

Pavilion float	£ 5.00
Current Account (adjusted)	£38,434.18
	£ 38,439.18

Apportionment of Bank Balances	01/04/2017	IN	OUT	31/03/2018
Capital reserve	£ 6,942.91		£ 2,350.00	£ 4,592.91
Pavilion Repairs/Renewals Res.	£ 20,000.00			£ 20,000.00
Revenue /Working Fund & Tesco Grant	£ 20,158.15	£ 62,424.83	£ 75,896.19	£ 6,686.79
Young Person Award Fund	£ 885.00		£ 30.00	£ 855.00
Alison Award	£ 50.00		£ 10.00	£ 40.00
Christian Fellowship Funding	£ 554.48		£ 290.00	£ 264.48
Election Reserve	£ 6,000.00			£ 6,000.00
Totals	£ 54,590.54	£ 62,424.83	£ 78,576.19	£ 38,439.18

Comments on Year to date

Bank Statement at 31st March 2018	£ 38,434.18
Less Uncleared Cheques	
	£38,434.18
Pavilion Float	£5.00
Total	£38,439.18

10/5

Bank reconciliation – pro forma

Name of smaller authority: Tickhill Town Council

County area (local councils and parish meetings only): South Yorkshire

Financial year ending 31 March 2018

Prepared by Margaret Cannings-Clough Clerk and Responsible financial officer

Date 31st March 2018

Balance per bank statements as at 31 March 2018:	£38434	£
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Float	5.00
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Less: any unpresented cheques at 31 March 2018

Add: any un-banked cash at 31 March 2018

Net balances as at 31 March 2018 (Box 8)	£38439
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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)	£54591
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Add: Receipts in the year	£62424
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Less: Payments in the year	£78576
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Closing balance per cash book [receipts and payments book] as at 31 March 2018 (must equal net balances above – Box 8)	£38439
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