

Bank reconciliation - Litchborough Parish Council

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree to Box 8 in the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis

Name of smaller authority: Litchborough Parish Council

County area (local councils and parish meetings only): Northants

Financial year ending 31 March 20xx

Prepared by (Name and Role): Vivien Hartley, Clerk & RFO

Date: 07.04.25

	£	£
Balance per bank statements as at 31/3/25:		
e.g Current Account	17,508.38	
	<hr/>	17,508.38
Petty cash float (none)		
Less: any unpresented cheques as at 31/3/xx (normally only current account)		
Cheque number 51	(53.20)	
	<hr/>	(53.20)
	<hr/>	-
Net balances as at 31/3/25 (Box 8)		<u><u>17,455.18</u></u>

Explanation of variances

Name of smaller authority: Lichborough Parish Council

County area (local councils and parish meetings only): Northants

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- New from 2020/21 onwards: variances of £100,000 or more require explanation regardless of the % variation year on year.

	2023/24 £	2024/25 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	21,618	20,371				Explanation of % variance from FY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	10,000	12,000	2,000	20.00%	YES	PC took on maintenance of Playing fields so increased precept	
3 Total Other Receipts	1,068	309	-759	71.07%	YES	More VAT was paid in 2023-4 - monies paid to youth club, repairs to war memorial and dog bin emptying	
4 Staff Costs	3,044	3,177	133	4.37%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	9,271	12,048	2,777	29.95%	YES	grant to Community Allotment of £1921, £550 spent on Coronation party in 2023-4	
7 Balances Carried Forward	20,371	17,455				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	20,371	17,455				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	23,921	23,921	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable