

Section 2 – Accounting Statements 2019/20 for

FLAX BOURTON PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £ - RESTATED	31 March 2020 £	
			<i>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.</i>
1. Balances brought forward	67,962	68,089	<i>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.</i>
2. (+) Precept or Rates and Levies	25,000	26,500	<i>Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.</i>
3. (+) Total other receipts	3,134	2,100	<i>Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.</i>
4. (-) Staff costs	11,106	11,673	<i>Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.</i>
5. (-) Loan interest/capital repayments	0	0	<i>Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).</i>
6. (-) All other payments	16,901	13,387	<i>Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).</i>
7. (=) Balances carried forward	68,089	71,629	<i>Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).</i>
8. Total value of cash and short term investments	68,089	71,629	<i>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.</i>
9. Total fixed assets plus long term investments and assets	22,065	22,092	<i>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.</i>
10. Total borrowings	0	0	<i>The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).</i>
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	<i>The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets.</i>
		✓	<i>N.B. The figures in the accounting statements above do not include any Trust transactions.</i>

I certify that for the year ended 31 March 2020 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority. Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

08/07/2020

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

13/07/2020

as recorded in minute reference:

MINUTE REFERENCE
007(20)c)iii

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

AGAR – Accounting Statement 2019-2020

Explanation of Restated Figures (year ending 31 March 2019)

Box Ref	Description	£
Box 3	Adjusted as per the External Auditor's Report	3,134
Box 7	Adjusted for:	67,615
	Bank reconciliation – unrepresented cheques:	
	1) Bin-it dog bins – cheque was never issued	105.82
	2) Bin-it dog bins – cheque was never issued	105.82
	3) Cllr expenses – cheque was never presented	37.08
	4) GB Sport & Leisure – cheque cancelled (re-issued in 2019-20)	96.00
	5) ALCA Subs – cheque cancelled (re-issued in 2019-20)	<u>128.79</u>
		<u>473.51</u>
		<u>68,089</u>
Box 8	Restated to show adjustments in Box 7	68,089

Prepared by:

Linda Roslyn
Parish Clerk/RFO
4 May 2020

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree column headed “Year ending 31 March 2020” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on accrual and payments basis. Please complete the highlighted boxes, remembering that un-presented cheques should be entered as negative numbers.

Name of smaller authority: **Flax Bourton Parish Council**

County area (local councils and parish meetings only): **North Somerset**

Financial year ending 31 March 2020

Prepared by (Name and Role): **Linda Roslyn, Parish Clerk/RFO**

Date: **30/04/2020**

	£	£
Balance per bank statements as at 31/3/2020:		
Treasurer/s Account	4,207.63	
Business Bank Instant	<u>68,000.00</u>	
		72,207.63
Petty cash float (if applicable)		-
Less: any un-presented payments as at 31/3/20 (enter these as negative numbers)		
19:89	(567.58)	
19:90	<u>(10.00)</u>	
		(577.58)
Add: any un-banked cash as at 31/3/2020		
None	<u>-</u>	
		-
Net balances as at 31/3/2020 (Box 8)		<u><u>71,630.05</u></u>

Explanation of variances – pro forma

Name of smaller authority: **Flax Bourton Parish Council**

County area (local councils are): **North Somerset**

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);
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2018/19 £	2019/20 £	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)
	RESTATED						
1 Balances Brought Forward	67,962	68,089				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	25,000	26,500	1,500	6.00%	NO		
3 Total Other Receipts	3,134	2,100	-1,034	32.99%	YES		(£149) for Precept support grant / (£1153) difference in VAT refunded
4 Staff Costs	11,106	11,673	567	5.11%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	16,901	13,387	-3,514	20.79%	YES		(£4414) to Youth Group (closed July 2019)
7 Balances Carried Forward	68,089	71,629			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	67,615	71,629				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	22,065	22,092	27	0.12%	NO		
10 Total Borrowings	0		0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable