

SANDON AND BURSTON PARISH COUNCIL

(revision a)

BANK RECONCILIATION

Financial year ending 31 March 2021

Prepared by Tina Gould, Clerk and Responsible Financial Officer 01-Apr-21

CASH BOOK

Balance Brought forward	£ 9,016.14
Plus: Receipts	£ 10,233.66
Less: Payments	£ 5,688.77

£ 13,561.03

BANK

NatWest Bank Sort Code 01-08-47

NatWest Current Account 016550491 £ 50.00

NatWest Reserve Account 40913287 £ 13,641.03

Less unrepresented cheque 889 -£ 100.00

Less unrepresented cheque 893 -£ 30.00

£ 13,561.03

ALLOCATED RESERVES 31st March 2021 There are no restricted reserves

War Memorial	£ 670.83
Highways/Rights of Way Maintenance	£ 4,049.51
Bus Shelter Maintenance	£ 1,529.08
Burston Car Park	£ 716.89
Election Contingency	£ 2,301.46
Website Maintenance	£ 480.00
Bench Maintenance	£ 234.01
Noticeboard Maintenance	£ 508.65

£ 10,490.43

ITEMS OF EXPENDITURE ABOVE £100

SPCA Subscription 2020-21	£ 127.00	Apr-20
Howards Accountants (Payroll Services)	£ 108.00	Apr-20
A Roe Contractors (Ltd)	£ 600.00	Apr-20
BHIB (Insurance) Ltd	£ 556.44	May-20
Clerk's Salary	£ 412.01	Jul-20
TW Storey	£ 550.00	Jul-20
Clerk - Zoom Pro Subscription	£ 143.88	Sep-20
Clerk's Salary	£ 483.61	Oct-20
Clerk's Salary HMRC (PAYE)	£ 101.00	Oct-20
Katharine House Hospice	£ 300.00	Nov-20
Clerk's Salary	£ 419.88	Dec-20
Clerk's Salary	£ 584.40	Mar-21
Clerk's Salary HMRC (PAYE)	£ 137.40	Mar-21

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Explanation of significant variances in the accounting statements - Section 2

(rev b)

Variances in Financial Years Ending 31 March 2020 and 31 March 2021

Box on Section 2	2020	2021	Variance Increase+ Decrease-	% Variance	Explanation Required Yes= >£200 >15%
2 Precept	9257	9716	459	4.72%	No
3 Other Receipts	1365	795	-570	-71.70%	Yes
4 Staff Costs	1601	2157	556	25.78%	Yes
5 Interest/Repayments	0	0	0	0.00%	No
6 Other Payments	3761	3357	-404	-12.03%	Yes
9 Fixed Assets	3644	4080	436.09	10.69%	Yes

Explanation of significant variances in the accounting statements - Section 2

Box No 3 Other Receipts

Figure for 2020 Column	1,365
Figure for 2021 Column	795
Variance	<u>570</u>

Decrease in VAT	556.53
Decrease in Other Receipts interest	13.14
	<u>570</u>

Box No 6 Other Payments

Figure for 2020 Column	3761
Figure for 2021 Column	3357
Variance	<u>404</u>

Impact of Covid-19 pandemic	
Meeting Room hire switch to use of Zoom	156
Budget for Shopper bus - bus cancelled*	250
*(exact amount dependent upon no. of users)	<u>406</u>

Box No 9 Fixed Assets

Figure for 2020 Column	3644
Figure for 2021 Column	4080
Variance	<u>436</u>

Purchase of Berrisford bench and bar for Chairman's medallion and reconditioning of stocks and bench	695
Depreciation of existing items	259
	<u>436</u>

Box No 4 Staff Costs

Figure for 2020 Column	1601
Figure for 2021 Column	2157
Variance	<u>556</u>

Change in pay point and pay arrears	232
Increase in hours	199
Only 11 months paid to B Boughey 2019-20	125
	<u>556</u>