

Bank Reconciliation

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" 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: Edenbridge Town Council

County area (local Councils and Parish meetings only):

Financial year ending 31/03/22

Prepared by (Name and role): Lorraine Ganney

Date: 27/04/22

Balance per bank statements as at 31/03/22	£	£
Barclays Capital Reserves	£0.00	
Barclays CIL	£458,263.56	
Barclays General Account	£18,167.82	
Barclays General Reserves	£263,829.65	
CCLA Council Reserves	£200,000.00	
CCLA CIL	£100,000.00	
Lloyds General Account	£128,667.40	
Petty Cash	£200.00	
		£1,169,128.43
Petty cash (no balance)		£0.00
Less: any unrepresented cheques		£0.00
Add: any uncleared effects		£0.00
Net balances as at 31/03/22 (Box 8)		£1,169,128.43

Reconciliation between Box 7 and Box 8 in Section 2

(applies to Accounting Statements prepared on an income and expenditure basis only)

Name of smaller authority: Edenbridge Town Council

County area (local Councils and Parish meetings only):

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net difference between them is equal to the difference between Boxes 7 and 8.

	£	£
Box 7: Balances carried forward		£1,165,722.59
Deduct: Debtors	-£1,450.21	
Vat	-£6,129.18	
Payments in advance	-£1,221.35	
Stock opening value	£0.00	
Stock change	£0.00	
Total deductions	-£8,800.74	£1,156,921.85
Add: Creditors	£10,513.17	
Vat Payable	£0.00	
Receipts in advance	£1,693.41	
Total additions	£12,206.58	£1,169,128.43
Box 8: Total cash and short term investments		£1,169,128.43

This explains the difference between box 7 and box 8

Explanation of variances – pro forma

Name of smaller authority: **Edenbridge Town Council**
 County area (local councils an **Kent**

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;
- 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).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	1,093,091	1,041,590					
2 Precept or Rates and Levies	554,973	582,722	27,749	5.00%	NO		
3 Total Other Receipts	146,730	142,504	-4,226	2.88%	NO		
4 Staff Costs	326,289	354,094	27,805	8.52%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	426,914	246,999	-179,915	42.14%	YES		There was only £25,633 CIL expenditure compared to 2020 which had £138,720. Other costs in 2020/21 included homeworking facilities and COVID - £17k Open Spaces maintenance projects in 20/21 was £63k compared to 21/22 which was £32k. Legal fees were higher in 20/21 £4,718 compared to 21/22 at £1,430.
7 Balances Carried Forward	1,041,590	1,165,723			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	1,088,207	1,169,128				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	4,036,148	4,085,958	49,810	1.23%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

Consolidated Balance Sheet

Unaudited

31/03/21

£

31/03/22

£

Long Term assets

0.00	Investments	0.00
0.00	Long Term Debts	0.00
0.00	LONG TERM Investment Accounts	0.00
0.00	TOTAL LONG TERM ASSETS	0.00

Current assets

300,000.00	Investments	300,000.00
0.00	Loans Made	0.00
0.00	Investments	0.00
0.00	Stocks	0.00
4,276.31	VAT Recoverable	6,129.18
2,824.12	Debtors	1,450.21
1,175.00	Payment in Advance	1,221.35
788,206.63	Cash in Hand & at Bank	869,128.43
1,096,482.06	TOTAL CURRENT ASSETS	1,177,929.17
1,096,482.06	TOTAL ASSETS	1,177,929.17

Current liabilities

0.00	Loans Received	0.00
0.00	Temporary Borrowing	0.00
0.00	VAT Payable	0.00
54,528.90	Creditors	10,513.17
363.30	Receipts in Advance	1,693.41
54,892.20	TOTAL CURRENT LIABILITIES	12,206.58
1,041,589.86	TOTAL ASSETS LESS CURRENT LIABILITIES	1,165,722.59
0.00	Long Term Borrowing	0.00
0.00	Deferred Liabilities	0.00
0.00	Deferred Credits	0.00
0.00		0.00
1,041,589.86	NET ASSETS	1,165,722.59

Represented by

203,051.24	General Fund	250,811.88
536,207.62	CIL Funds	83,934.46
1,000.00	Cemetery	1,000.00
7,500.00	Election	11,500.00
15,000.00	Neighbourhood Plan	15,000.00
1,000.00	Depreciation Equipment & tools	1,000.00
58,796.00	10/30 Year Building Plan	80,117.00
214,264.00	10/30 Year Plan Open Spaces	225,064.00
3,771.00	Community Warden	3,771.00
1,000.00	Staff Reserves	12,000.00
0.00	Allocated CIL Funds	472,795.00

Consolidated Balance Sheet

Unaudited

31/03/21

£

0.00 Grants
0.00 Project Carried Over
0.00 LONG TERM Investment Accounts

1,041,589.86

31/03/22

£

772.25
7,957.00
0.00

1,165,722.59

Signed _____

Chairman

Date _____

AUDIT OPINION

Responsible Financial Officer

Financial Summary - Cashbook

Summary of receipts and payments between 01/04/21 and 31/03/22 inclusive. This may include transactions with ledger dates outside this period.

Balances at the start of the year

Ordinary Accounts

Barclays CIL	£436,207.70
Barclays General Account	£15,805.21
Barclays General Reserves	£207,326.32
Lloyds General Account	£128,667.40
Petty Cash	£200.00

Short Term Investment Accounts

Barclays Capital Reserves	£0.00
CCLA Council Reserves	£200,000.00
CCLA CIL	£100,000.00
Total	<u>£1,088,206.63</u>

RECEIPTS	Net	Vat	Gross
Council	£68,687.75	£0.00	£68,687.75
Open Spaces	£343,388.08	£2,153.12	£345,541.20
Central Services	£280,267.91	£6.99	£280,274.90
Emergency Planning Committee	£339.15	£0.00	£339.15
Community Warden	£21,900.00	£0.00	£21,900.00
CIL	£47,736.52	£0.00	£47,736.52
Total Receipts	<u>£762,319.41</u>	<u>£2,160.11</u>	<u>£764,479.52</u>

PAYMENTS	Net	Vat	Gross
Council	£35,131.50	£1,089.21	£36,220.71
Open Spaces	£319,515.52	£26,657.85	£346,173.37
Central Services	£244,551.04	£8,891.15	£253,442.19
Emergency Planning Committee	£168.10	£5.12	£173.22
Community Warden	£20,155.63	£38.36	£20,193.99
CIL	£25,633.53	£1,720.71	£27,354.24
Total Payments	<u>£645,155.32</u>	<u>£38,402.40</u>	<u>£683,557.72</u>

Closing Balances

Ordinary Accounts

Barclays CIL	£458,263.56
Barclays General Account	£18,167.82
Barclays General Reserves	£263,829.65
Lloyds General Account	£128,667.40
Petty Cash	£200.00

Short Term Investment Accounts

Barclays Capital Reserves	£0.00
CCLA Council Reserves	£200,000.00
CCLA CIL	£100,000.00
Total	<u>£1,169,128.43</u>

Reserve Balances	
CIL Funds	£83,934.46
Cemetery	£1,000.00
Election	£11,500.00
Neighbourhood Plan	£15,000.00
Depreciation Equipment & tools	£1,000.00
10/30 Year Building Plan	£80,117.00
10/30 Year Plan Open Spaces	£225,064.00
Community Warden	£3,771.00
Staff Reserves	£12,000.00
Allocated CIL Funds	£472,795.00
Grants	£772.25
Project Carried Over	£7,957.00
Reserves total	<u>£914,910.71</u>

Signed _____

Chair

Clerk / Responsible Financial Officer