

## Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It the column headed "Year ending 31 March 2019" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority:

Coniston Cold Parish Council

County area (local councils and parish meetings only):

Financial year ending 31 March 2019

Prepared by (Name and Role):

Rachel Jones - clerk

Date:

30/05/2019

	£	£
<b>Balance per bank statements as at 31/3/19:</b>		
account 1	2,325.7	
account 2		
account 3		
account 4		
[add more accounts if necessary] account 5		
account 6		
account 7		
account 8		
		2,325.7
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/19 (enter these as negative numbers)		
item 1		
item 2		
item 3		
item 4		
[add more lines if necessary] item 5		
item 6		
item 7		
item 8		
Add: any un-banked cash as at 31/3/19		
<b>Net balances as at 31/3/19 (Box 8)</b>		<u><u>2,325.7</u></u>

## Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at th

	£	£	£
<b>Earmarked reserves:</b>			
Reserve 1	1000		
Reserve 2	500		
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
			1500
<b>General reserve</b>	543		
			543
<b>Total reserves (must agree to Box 7)</b>			<u><u>2043</u></u>

**Explanation of variances – pro forma**

Name of smaller authority: **Gorston Gold Parish Council**  
 County area (local bounds and parish meetings only):

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).

	2017/18 £	2018/19 £	Variance £	Variance %	Explanation Required?	Explanation
1 Balance Brought Forward	2,909	2,326			NO	Explanation of % variance from PY opening balance not required - Balance brought forward does not agree query this
2 Precept or Rates and Levies	300	300	0	0.00%	NO	
3 Total Other Receipts	2,025	300	-1,725	85.19%	YES	received £1,725 from Transparency Fund
4 Staff Costs			0	0.00%	NO	
5 Loan Interest/Capital Repayment			0	0.00%	NO	website development £514 and election expenses £125
6 All Other Payments	327	883	556	169.87%	YES	
7 Balance Carried Forward	4,907	2,043			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS
8 Total Cash and Short Term Investments	2,909	2,326				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and			0	0.00%	NO	
10 Total Borrowings			0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable