

**Sandon Parish Council 2017 / 2018 Accounts - Audit Notes. Sheet 1 of 1**

**Year End Bank Reconciliation - 31 March 2018**

Bank A/C, Sort Code: xx-xx-52, A/C No:xxxx709	£	£	Value to nearest £1
<b>Bank Balance at 31 March 2018</b>		8,357.09	
<b>Plus cash and cheques in hand at 31 March '18</b>	-		
<b>Less unpresented cheques at 31 March '18</b>			
Cheque No 589, dated 13 September '17 -	75.00		
<b>Net adjustment</b>		- 75.00	
<b>31 March 2018 Year End Balance to carry forward</b>		8,282.09	<b>8,282</b>

**Explanation of significant (>10%) year on year variances for receipts and payments**

	Year ended 31/03/2017	Year ended 31/03/2018	Variance to nearest £1
<b>From Annual Governance &amp; Accountability Return - Section 2, Box 3, Other Receipts</b>	2,611.00	1,562.00	- 1,049
Council Tax Rebate Scheme (CTRS) grant paid via N Herts DC for the year	636.37	504.51	- 132
VAT reclaimed from HMRC based on value of eligible purchases for the year	1,150.62	503.21	- 647
Reduced Transparency Act compliance grant paid via Herts.Assn.of Parish & Town Councils (HAPTC)	624.00	554.40	- 70
PAYE penalty refund received in y/e 2017 following payment of penalty charged by HMRC in error	200.00	-	- 200
<b>Net decrease (40%) in other receipts over prior year</b>			<b>- 1,049</b>
<b>From Annual Governance &amp; Accountability Return - Section 2, Box 6 - All Other Payments</b>	8,221.00	6,123.90	- 2,097
Other operating expenses (including insurance, rent, admin, audit, subscriptions, and inspections)	1,470.19	1,366.90	- 103
Grants paid out to local organisations and clubs	2,843.60	2,100.00	- 744
Village projects funded (including new Parish Council noticeboards and refrigeration for Village Hall)	3,300.30	2,609.00	- 691
Maintenance of assets & miscellaneous expenditure	606.40	48.00	- 558
<b>Net decrease (26%) in All Other Payments over prior year</b>			<b>- 2,097</b>
<b>From Annual Gov'ce &amp; Account'y Return - Section 2, Box 9 Total Fixed Assets + Long Term Investments</b>	25,944.00	29,431.75	3,488
Less assets disposed of during the year - (failed Village Hall refrigeration)	-	219.17	- 219
Plus new asset procured during the year - (Village Hall refrigeration)	-	195.83	196
Plus new assets procured during the year - (Parish Council Notice boards)	-	3,511.00	3,511
<b>Net increase (13%) in Fixed Assets over prior year</b>			<b>3,488</b>

**Explanation of "No" responses by Sandon Parish Council within section 2 box 11 of the Annual Return**

For the year ended 31 March 2018 Sandon Parish Council did not manage any Trust Funds.

**Explanation of "N/A" responses by Sandon PC within section 1 box 9 on page 5 and by the internal auditor, Mr D Camps, on page 4 box K of the Annual Return**

For the year ended 31 March 2018 Sandon Parish Council did not manage any Trust Funds.

**The 30 Working Day Period for the Exercise of Public Rights for Sandon Parish Council commences on 4th June 2018**

Prepared by M Wicksteed, Responsible Financial Officer - Sandon Parish Council

Signature:  Date: 29/05/18