

## Section 2 – Accounting Statements 2021/22 for

FOXLEY GROUP PARISH COUNCIL

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £		
1. Balances brought forward	5404	4558	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. 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.	
2. (+) Precept or Rates and Levies	2500	2500	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	8034	1832	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4. (-) Staff costs	Nil	Nil	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.	
5. (-) Loan interest/capital repayments	Nil	Nil	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6. (-) All other payments	11379	2602	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
7. (=) Balances carried forward	4558	6288	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8. Total value of cash and short term investments	4558	6288	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.	
9. Total fixed assets plus long term investments and assets	Nil	Nil	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.	
10. Total borrowings	Nil	Nil	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A	The Council as a body corporate acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
			✓	

I certify that for the year ended 31 March 2022 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 OF RESPONSIBLE FINANCIAL OFFICER

R. Hall / M

Date

4/5/2022

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

4/5/2022

as recorded in minute reference:

MINUTE REFERENCE

3c

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

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## 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 2022" 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: **Foxley Group Parish Council**

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

### Financial year ending 31 March 20xx

Prepared by (Name and Role): **R.Hallett - Clerk**

Date: **06.05.22**

	£	£
<b>Balance per bank statements as at 31/3/xx:</b>		
Current Account	6'287.50	
	_____	6'287.50
Petty cash float (if applicable)		-
Less: any un-presented cheques as at 31/3/22		
Cheque number		
	_____	0.00
Add: any un-banked cash as at 31/3/22		
	_____	-
<b>Net balances as at 31/3/x22(Box 8)</b>		<b><u>6'287.50</u></b>

### Explanation of variances – pro forma

Name of unitary authority: **Foxley Group Parish Council**

Carry over 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 bases (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. <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	5464	4555				Explanation of % variance from FY opening balance not required - Balances brought forward does not signify query this	
2 Precept or Rates and Levies	2500	2500	0	0.00%	NO		
3 Total Other Receipts	8934	1832	-6202	77.20%	YES		In 2021 the council received a grant from Herefordshire Council for £7107 for drainage works. In 21/22, £1670 of the £1832 additional income was reclaimed VAT, of which £1425 related to the drainage grant.
4 Staff Costs			0	0.00%	NO		
5 Loan Interest/Capital Repayment			0	0.00%	NO		
6 All Other Payments	11379	2692	-8777	77.13%	YES		In 2021 the council paid out £8152 for drainage works above the planned expenditure of £2500. In 21/22, expenditure returned to a normal level.
7 Balances Carried Forward	4559	3288				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	4559	3288			YES	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and As			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

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

### 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 the year end:

	£	£	£
<b>Earmarked reserves:</b>			
Elections	1050		
Projects	3988		
			5038
<b>General reserve</b>	1250		1250
<b>Total reserves (must agree to Box 7)</b>			<b>6288</b>

#### NOTE

Election Reserve - Foxley Group comprises three parishes and so a reserve is held to cover one contested and two uncontested elections (1x£750, 2x£150).

Project Reserve - this allows the council to cover the cashflow requirements of externally funded projects where costs are reimbursed retrospectively. For example, in 20/21 the council received a grant from Herefordshire Council for drainage works. However, there was a delay between paying and reclaiming the cost, minus VAT, from Herefordshire Council. The maximum funding deficit was £5'040 for nearly a month. This cash came from the council's reserves. The council has applied for a grant at a similar level of funding for the year 22/23.