

Section 2 – Accounting statements 2016/17 for

Enter name of
smaller authority here:

West Buckingham Parish Council

	Year ending		Notes and guidance
	31 March 2016 £	31 March 2017 £	
1. Balances brought forward	17684	17068	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	7428	7562	Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	3557	5663	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	2625	3312	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	8974	11745	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	17068	15236	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	17068	15236	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	45548	47016	This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.
10. Total borrowings	0	0	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	The Council 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 2017 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer:

Joe Locombe

Date

30-05-17

I confirm that these accounting statements were approved by this smaller authority on:

30-05-17

and recorded as minute reference:

12/05/17 d)

Signed by Chair at meeting where approval is given:

11/05/17



Schedule C1

Identifying which variances require explanation

Positive and negative variances must be explained

Authority name and reference	West Buckland Parish Council				Sam 29B
Box on Section 2 Accounting Statements	(a) 2016 £	(b) 2017 £	(c) Variance Increase(+) or decrease(-) (b - a) £	(d) Variance divided by 2016 figure times 100 (c / a * 100) %	Explanation required? Less than £250 and 15%? - NO More than 15%? - YES
Box 2 -Precept or Rates and Levies	7428	7562	+ 134	+ 1.8	NO
Box 3 -Total other receipts	3557	5663	+ 2106	+ 59.2	Yes
Box 4 -Staff costs	2625	3312	687	+ 26.2	Yes
Box 5 -Loan interest/ capital repayments	0	0	0	0	NO
Box 6 -All other payments	8974	11745	2771	+ 30.9	Yes
Box 9 -Total fixed assets plus long-term investments and assets	45568	47016	1468	+ 3.2	NO
Box 10 - Total borrowings	0	0	0	0	NO



Schedule C2

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	West Buckland Parish Council. S0M29B.	
BOX NO	3	£
(b) Figure in 2017 column		5663
(a) Figure in 2016 column		3557
(d) Total variance: 2017 figure less 2016 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)		+ 2106

Reasons (as many as are applicable)	Amount £
Reason 1 AWARDS for ALL GRANT for DOWNSIDE WATER	+ 2618.
Reason 2 COUNCIL TAX SUPPORT GRANT	- 176
Reason 3 VAT REBATE	+ 508
Reason 4 COMMUNITY INFRASTRUCTURE LOAN	- 844.
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	2106
(f) Unexplained amount £ of total variance at (d - e)	0
Unexplained as % of 2016 figure (f / a * 100) (must be below 15%)	0
Confirm unexplained amount is less than 15% of 2016 figure YES – satisfactorily explained NO – provide further explanations	YES.



Schedule C2

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	West Buckland Parish Council . Sam 29B.	
BOX NO	4	£
(b) Figure in 2017 column	3312	
(a) Figure in 2016 column	2625.	
(d) Total variance: 2017 figure less 2016 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)	+ 687.	

Reasons (as many as are applicable)	Amount £
Reason 1 INCREASED HOURS & SCP 5.5 hrs / month 11 months	687
Reason 2	
Reason 3	
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	687
(f) Unexplained amount £ of total variance at (d - e)	0
Unexplained as % of 2016 figure (f / a * 100) (must be below 15%)	0
Confirm unexplained amount is less than 15% of 2016 figure YES – satisfactorily explained NO – provide further explanations	Yes

Schedule C2

Suggested layout for explanations of individual variances

One sheet to be prepared for each variance that requires explanation.

Authority name and reference	West Buckland Parish Council Sem 29B	
BOX NO	6	£
(b) Figure in 2017 column		11745
(a) Figure in 2016 column		8974
(d) Total variance: 2017 figure less 2016 figure: (b - a) A positive figure is an increase (+) a negative figure is a decrease (-)		2771

Reasons (as many as are applicable)	Amount £
Reason 1 Defibrillator	+ 2315
Reason 2 Grant towards cost of Community Newsletter	+ 150
Reason 3 VAT Payments	+ 499
Reason 4 Audit Costs	- 100
(e) TOTAL AMOUNT £ EXPLAINED (total of reasons above)	2864
(f) Unexplained amount £ of total variance at (d - e)	93
Unexplained as % of 2016 figure (f / a * 100) (must be below 15%)	1.0
Confirm unexplained amount is less than 15% of 2016 figure YES – satisfactorily explained NO – provide further explanations	Yes

Please complete all shaded boxes and send this form with your Annual Return to:
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or email to Jo.farr@uk.gt.com