

Section 2 – Accounting Statements 2019/20 for

ZENNOR PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2019 £	31 March 2020 £	
1. Balances brought forward	5,358	6,764	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	4,500	4,500	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	3,853	3,844	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	2,432	2,682	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	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	4,515	5,646	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	6,764	6,781	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	6,764	6,781	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	3,147	3,660	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	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 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 2020 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 REQUIRED

Date

01/06/2020

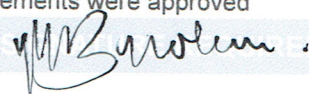
I confirm that these Accounting Statements were approved by this authority on this date:

09/06/2020

as recorded in minute reference:

11/20-21 (9).

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



Bank reconciliation – pro forma

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 2020" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared 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:

ZENNOR PARISH COUNCIL

County area (local councils and parish meetings only):

CORNWALL

Financial year ending 31 March 20xx

Prepared by (Name and Role):

FIONA DREW - CLERK & RFO

Date:

13/04/2020

Balance per bank statements as at 31/3/xx:

General Account

£ 6,781.04

£

6,781.04

[add more accounts if necessary]

Petty cash float (if applicable)

-

Less: any unpresented cheques as at 31/3/xx (enter these as negative numbers)

Nil

[add more lines if necessary]

Add: any un-banked cash as at 31/3/xx

-

Net balances as at 31/3/xx (Box 8)

6,781.0

Explanation of variances – pro forma

Name of smaller authority: **Zemmer Parish Council**
County area (local councils and Cornwall)

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).

	2019 £	2020 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	5,358	6,764				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	4,500	4,500	0	0.00%	NO		
3 Total Other Receipts	3,853	3,844	-9	0.23%	NO		
4 Staff Costs	2,432	2,682	250	10.28%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,515	5,646	1,131	25.04%	YES		£833.34 Wifi for Village Hall for 2019/20 & 2020/21 processed this financial year. £241.03 Thermal Imaging Camera purchased, £271.95 Dog Signs purchased, £119 AED Maintenance, Less £300 First Aid Training in 18/19
7 Balances Carried Forward	6,764	6,781				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	6,764	6,781			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	3,147	3,660	513	16.29%	YES		£241.03 Thermal Imaging Camera and £271.95 Dog Signs.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable