

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must be the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are on the receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority:

SO0013 Badgworth Parish Council

County area (local councils and parish meetings only):

Somerset

Financial year ending 31 March 2025

Prepared by (Name and Role):

Mrs H Marshall Responsible Financial Officer

Date:

30/04/2025

	£	£
Balance per bank statements as at 31/3/25:		
Current	7,130.3	
Reserve	4,038.6	

[add more accounts if necessary]

11,168.9

Petty cash float (if applicable)

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Less: any unpresented cheques as at 31/3/25 (**enter these as negative numbers**)

[add more lines if necessary]

Add: any un-banked cash as at 31/3/25

Net balances as at 31/3/25 (Box 8)

11,168.9

Explanation of variances – pro forma

Name of smaller authority

County area (local councils and

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);

• New from 2020/21 onwards: variances of £100,000 or more require explanation regardless of the % variation year on year.

	2023/24 £	2024/25 £	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	7,911	9,945				Explanation of % variance from FY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,880	14,386	4,506	45.61%	YES	Box 2 Precept Precept calculation 23/24 Precept Calculation Projected Opening Balance£6,339.32 Plus: Projected other income (VAT)£300.00 Less: Projected Earmarked Reserves£4,080.98 Less: Projected Expenditure £9,948.68 Less: Closing Reserves £4,000.00 Precept required (the deficit)-£11,390.34 Actual precept £9880 representing a 4% increase on the previous year. Operating reserves deficit: 11390 – 9880 = £1510 Precept calculation 24/25 Precept Calculation Projected Opening Balance£5,490.06 Plus: Projected other income (VAT)£500.00 Less: Projected Earmarked Reserves£4,530.98 Less: Projected Expenditure £11,845.31 Less: Closing Reserves £4,000.00 Precept required (the deficit)-£14,386.23 For a number of years the Parish Council had tried to address an increasing deficit in its operating reserves, with a deficit being carried forward year on year. Due to the financial crisis in Somerset Council and the likelihood that the Parish Council would need to address a shortfall in service provision of some kind, the Council decided to fully address the shortfall in reserves and added a further provision in earmarked reserves for highways matters of £500 to create a more robust budget.	
3 Total Other Receipts	1,000	1,000	-40	2.66%	NO		
4 Staff Costs	7,461	8,961	-580	7.79%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,340	4,340	-44	0.91%	NO		
7 Balances Carried Forward	6,945	11,169					
8 Total Cash and Short Term Investments	6,945	11,169					
9 Total Fixed Assets plus Other Long Term Investments and	8,007	8,165	69	0.76%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Explanation of Variances:

Box 2 Precept

Precept calculation 23/24

Precept Calculation

Projected Opening Balance	£6,339.32
Plus: Projected other income (VAT)	£300.00
Less : Projected Earmarked Reserves	£4,080.98
Less: Projected Expenditure	£9,948.68
Less: Closing Reserves	£4,000.00

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Precept required (the deficit)	£11,390.34
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Actual precept £9880 representing a 4% increase on the previous year.

Operating reserves deficit: 11390 – 9880 = £1510

Precept calculation 24/25

Precept Calculation

Projected Opening Balance	£5,490.06
Plus: Projected other income (VAT)	£500.00
Less : Projected Earmarked Reserves	£4,530.98
Less: Projected Expenditure	£11,845.31
Less: Closing Reserves	£4,000.00

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Precept required (the deficit)	£14,386.23
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For a number of years the Parish Council had tried to address an increasing deficit in its operating reserves, with a deficit being carried forward year on year. Due to the financial crisis in Somerset Council and the likelihood that the Parish Council would need to address a shortfall in service provision of some kind, the Council decided to fully address the shortfall in reserves and added a further provision in earmarked reserves for highways matters of £500 to create a more robust budget.

24/25

Box 2 14386

Staff costs increased - £800

Highways budget - £500

Opening balance reduction - £850

Deficit from 23/24 - £1510

Recon Box 2 24/25 10726

Box 2 23/24 9880

Recon Variance 846 = 8.56% Variance