

BRADLEY PARISH COUNCIL

Explanation of variances

| | Section1 | 2020-21 £ | 2021-22 £ | Variance £ | Variance % | Explanation |
|-------------------------------------|--|--------------|--------------|---------------|---------------|--|
| Box 1 | Balances b/f | 9077 | 4005 | (5,072) | -55.9 | |
| Box 2 | Precept | 3400 | 4000 | 600 | 17.6 | Increase in precept |
| Box 3 | Other receipts | 67 | 400 | (333) | -497.0 | Ward grant |
| Box 4 | Staff costs | 2528 | 2714 | (186) | -7.4 | Increased hours worked |
| Box 5 | Loan Interest/Capital repayments | 0 | 0 | 0 | 0.0 | |
| Box 6 | Other payments | 6011 | 2014 | 3,997 | 66.5 | Room rental (£100) Website costs (£150) Mobile phone costs (£180) No capital cost re camera (£-4621) Laptop & printer (£749) Filing cabinet (£50) |
| Box 7 | Balances c/f | 4005 | 3676 | (329) | -8.2 | |
| Box 8 | Cash & short term investments | 4005 | 3676 | (329) | -8.2 | |
| Box 9 | Fixed assets & long term investments | 6962 | 7761 | (799) | -11.5 | New printer, laptop & filing cabinet |
| Box 10 | Borrowings | 0 | 0 | 0 | 0.0 | |
| Explanation for high reserves | Reserves also include an amount of £600 as provision for possible election costs + Grant received for CCTV not yet spent (£1573.4) | | | | | |

BRADLEY PARISH COUNCIL

| Date | Transaction | Cheque | Reconciled | Ref | Amount | Analysis 1 | Analysis 2 | Balance | Bank | | |
|------------|-----------------------------------|--------|------------|-----|-----------|-------------------|------------|-----------|-----------|-------------------------|----------------|
| | Opening balance at 1st April 2021 | | | | £4,004.61 | | Box 1 | | | | |
| 01/04/2021 | 1st instalment Precept | | Y | | 2000.00 | Precept | Box 2 | £6,004.61 | £6,004.61 | | |
| 01/04/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £5,989.61 | £5,989.61 | Expense Analysis | 2021/22 |
| 09/04/2021 | Julie Dann Clerk's salary | | 386 Y | | -242.56 | Salary | Box 4 | £5,747.05 | £5,747.05 | Insurances | 257.60 |
| 04/05/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £5,732.05 | £5,732.05 | Churchyard | 0.00 |
| 06/05/2021 | ERNLLCA | | 387 Y | | -269.84 | ERNLLCA | Box 6 | £5,462.21 | £5,462.21 | ERNLLCA | 269.84 |
| 06/05/2021 | Julie Dann Clerk's salary | | 388 Y | | -293.15 | Salary | Box 4 | £5,169.06 | £5,169.06 | Audit | 0.00 |
| 06/05/2021 | Zurich Insurance | | 389 Y | | -257.60 | Insurances | Box 6 | £4,911.46 | £4,911.46 | Expenses | 937.05 |
| 06/05/2021 | St Michaels Church Committee | | 390 Y | | -20.00 | Room hire | Box 6 | £4,891.46 | £4,891.46 | Training | 0.00 |
| 08/06/2021 | Julie Dann Clerk's salary | | 391 Y | | -261.17 | Salary | Box 4 | £4,630.29 | £4,630.29 | Salary | 2714.36 |
| 01/06/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £4,615.29 | £4,615.29 | Website | 150.00 |
| 17/06/2021 | Abitech Systems | Card | Y | | -31.99 | Expenses | Box 6 | £4,583.30 | £4,583.30 | Room hire | 100.00 |
| 01/07/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £4,568.30 | £4,568.30 | Cameras | 0.00 |
| 01/07/2021 | Julie Dann Clerk's salary | | 392 Y | | -213.20 | Salary | Box 4 | £4,355.10 | £4,355.10 | Computer /printer | 299.99 |
| 01/07/2021 | St Michaels Church Committee | | 393 Y | | -20.00 | Room hire | Box 6 | £4,335.10 | £4,335.10 | | |
| 01/07/2021 | ERNLLCA postage | | 394 Y | | -2.73 | Expenses | Box 6 | £4,332.37 | £4,332.37 | | 4728.84 |
| 26/07/2021 | NELC ward funding for new printer | | Y | | 400.00 | Computer /printer | Box 3 | £4,732.37 | £4,732.37 | | |
| 02/08/2021 | Currys Online - new printer | Card | Y | | -299.99 | Computer /printer | Box 6 | £4,432.38 | £4,432.38 | Income Analysis | |
| 02/08/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £4,417.38 | £4,417.38 | Precept | 4000.00 |
| 08/08/2021 | Julie Dann Clerk's salary | | 395 Y | | -239.85 | Salary | Box 4 | £4,177.53 | £4,177.53 | Other income | 400.00 |
| 10/08/2021 | Cartridge People printer ink | Card | Y | | -35.80 | Expenses | Box 6 | £4,141.73 | £4,141.73 | Expenses | 0.00 |
| 01/09/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £4,126.73 | £4,126.73 | | |
| 02/09/2021 | St Michaels Church Committee | | 396 Y | | -20.00 | Room hire | Box 6 | £4,106.73 | £4,106.73 | | |
| 02/09/2021 | Julie Dann Clerk's salary | | 397 Y | | -202.54 | Salary | Box 4 | £3,904.19 | £3,904.19 | | 4400.00 |
| 02/09/2021 | Vision ICT - website maintenance | | 398 Y | | -150.00 | Website | Box 6 | £3,754.19 | £3,754.19 | | |
| 01/10/2021 | 2nd instalment Precept | | Y | | 2000.00 | Precept | Box 2 | £5,754.19 | £5,754.19 | | |
| 01/10/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £5,739.19 | £5,739.19 | | |
| 13/10/2021 | Ebay Ltd | Card | Y | | -13.84 | Expenses | Box 6 | £5,725.35 | £5,725.35 | | |
| 14/10/2021 | Julie Dann Clerk's salary | | 399 Y | | -183.88 | Salary | Box 4 | £5,541.47 | £5,541.47 | | |
| 14/10/2021 | St Michaels Church Committee | | 400 Y | | -20.00 | Room hire | Box 6 | £5,521.47 | £5,521.47 | | |
| 01/11/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £5,506.47 | £5,506.47 | | |
| 04/11/2021 | Julie Dann Clerk's salary | | 401 Y | | -210.54 | Salary | Box 4 | £5,295.93 | £5,295.93 | | |
| 04/11/2021 | St Michaels Church Committee | | 402 Y | | -20.00 | Room hire | Box 6 | £5,275.93 | £5,275.93 | | 0.00 |
| 01/12/2021 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £5,260.93 | £5,260.93 | | |
| 13/12/2021 | Julie Dann Clerk's salary | | 403 Y | | -205.20 | Salary | Box 4 | £5,055.73 | £5,055.73 | | |
| 04/01/2022 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £5,040.73 | £5,040.73 | | |
| 06/01/2022 | Julie Dann Clerk's salary | | 404 Y | | -202.54 | Salary | Box 4 | £4,838.19 | £4,838.19 | | |
| 12/01/2022 | OFFICE FRIENDS | Card | Y | | -38.26 | Expenses | Box 6 | £4,799.93 | £4,799.93 | | |
| 06/01/2022 | St Michaels Church Committee | | 405 Y | | -20.00 | Salary | Box 4 | £4,779.93 | £4,779.93 | | |
| 01/02/2022 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £4,764.93 | £4,764.93 | | |
| 10/02/2022 | Julie Dann Clerk's salary | | 406 Y | | -237.19 | Salary | Box 4 | £4,527.74 | £4,527.74 | | |
| 28/02/2022 | Currys Online - new computer | Card | Y | | -449.00 | Expenses | Box 6 | £4,078.74 | £4,078.74 | | |
| 01/03/2022 | Tesco mobile | DD | Y | | -15.00 | Expenses | Box 6 | £4,063.74 | £4,063.74 | | |
| 03/03/2022 | Julie Dann Clerk's salary | | 407 Y | | -202.54 | Salary | Box 4 | £3,861.20 | £3,861.20 | | |
| 03/03/2022 | St Michaels Church Committee | | 408 Y | | -20.00 | Expenses | Box 6 | £3,841.20 | £3,841.20 | | |
| 11/03/2022 | Staples - new filing cabinet | Card | Y | | -49.44 | Expenses | Box 6 | £3,791.76 | £3,791.76 | | |
| 16/03/2022 | NELC - brown bin | Card | Y | | -36.00 | Expenses | Box 6 | £3,755.76 | £3,755.76 | | |
| 22/03/2022 | Microsoft store | Card | Y | | -59.99 | Expenses | Box 6 | £3,695.77 | £3,695.77 | | |
| 24/03/2022 | St Michaels Church Committee | | 409 Y | | -20.00 | Expenses | Box 6 | £3,675.77 | £3,675.77 | | |

Closing balance at 31st March 2022

£3,675.77

| | |
|------------------------------------|-----------|
| Opening balance at 1st April 2021 | 4,004.61 |
| Income | £4,400.00 |
| Expenditure | 4,728.84 |
| Closing balance at 31st March 2022 | 3,675.77 |

BRADLEY PARISH COUNCIL

Bank reconciliation

Financial year ending 31st March 2022

Prepared by Councillor Andrew Poppleton, Financial Officer

| | | |
|---|---|----------------|
| Balance per bank statement at 31st March 2022 | £ | 3695.77 |
| Less: Unpresented cheques at 31st March 2022 | | 0.00 |
| Add: Unbanked cash at 31st March 2022 | | 0.00 |
| Net balances as at 31st March 2022 | | <u>3695.77</u> |

The net balances reconcile to the Cash Book (Receipts and Payments account) for the year as follows:

| | |
|---|----------------|
| Cash Book: | |
| Opening Balance 1st April 2021 | 4004.61 |
| Add: Receipts for year | 4400.00 |
| Less: Payments in year | 4728.84 |
| Closing Balance per Cash Book 31st March 2022 | <u>3675.77</u> |