Annual Governance and Accountability Return 2023/24 Form 2

To be completed only by Local Councils, Internal Drainage Boards and other smaller authorities* where the higher of gross income or gross expenditure was £25,000 or less, that meet the qualifying criteria, and that wish to CERTIFY themselves as EXEMPT from a limited assurance review

Guidance notes on completing Form 2 of the Annual Governance and Accountability Return 2023/24

1. Every smaller authority in England where the higher of gross income **or** gross expenditure was £25,000 or less **must,** after the end of each financial year, complete Form 2 of the Annual Governance and Accountability Return in accordance with *Proper Practices*, unless the authority:
   a) does not meet the qualifying criteria for exemption; or
   b) does not wish to certify itself as exempt
2. Smaller authorities where the higher of all gross annual income **or** gross annual expenditure **does not exceed** £25,000 and that meet the qualifying criteria as set out in the Certificate of Exemption **are able to declare themselves exempt** from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review **provided** the authority **completes:**
   a) The **Certificate of Exemption**, page 3 and returns a copy of it to the external auditor **either** by email **or** by post (not both) **no later than 30 June 2024.** Failure to do so will result in reminder letter(s) for which the Authority will be charged £40 +VAT for each letter; and
   b) The **Annual Governance and Accountability Return (Form 2)** which is made up of:
   c) **Annual Internal Audit Report (page 4)** must be completed by the authority's internal auditor.
   d) **Section 1 – Annual Governance Statement (page 5)** must be completed and approved by the authority.
   e) **Section 2 – Accounting Statements (page 6)** must be completed and approved by the authority.
   NOTE: Authorities certifying themselves as exempt SHOULD NOT send the completed Annual Governance and Accountability Return to the external auditor.
3. The authority **must** approve Section 1 Annual Governance Statement **before** approving Section 2 Accounting Statements and both **must** be approved and published on the authority website/webpage **before 1 July 2024.**

Publication Requirements

Smaller authorities **must** publish various documents on a publicly available website as required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities. These include:

- **Certificate of Exemption**, page 3
- **Annual Internal Audit Report 2023/24**, page 4
- **Section 1 – Annual Governance Statement 2023/24**, page 5
- **Section 2 – Accounting Statements 2023/24**, page 6
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

Limited Assurance Review

Any smaller authority may request a limited assurance review. If so, the authority should not certify itself as exempt or complete the Certificate of Exemption. Instead it should complete Form 3 of the AGAR 2023/24 and return it to the external auditor together with the supporting documentation requested by the external auditor. The cost to the authority for the review will be **£210 +VAT.**

Provided that the authority certifies itself as exempt, and completes and publishes the documents listed under 'Publication Requirements', there is no requirement for the authority to have a review.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

**for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.*

Guidance notes on completing Form 2 of the Annual Governance and Accountability Return (AGAR) 2023/24, Sections 1 and 2

- An authority that wishes to declare itself exempt from the requirement for a limited assurance review must do so at a meeting of the authority after 31 March 2024. It should not submit its Annual Governance and Accountability Return to the external auditor. However, as part of a more proportionate regime, the authority **must** comply with the requirements of the Transparency Code for Smaller Authorities.
- The Certificate of Exemption must be returned to the external auditor no later than **30 June 2024.** Reminder letters will incur a charge of £40 +VAT for each letter.
- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR and the Certificate of Exemption. Proper Practices are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- Use the checklist provided below to review the AGAR for completeness at the meeting at which it is signed off.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chair, and provide relevant authority owned generic email addresses and telephone numbers.**
- The authority must publish numerical and narrative explanations for significant variances in the accounting statements on **page 6**. Guidance is provided in the *Practitioners' Guide** which may assist.
- Make sure that the accounting statements add up and the balance carried forward from the previous year (Box 7 of 2023) equals the balance brought forward in the current year (Box 1 of 2024).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish, on the authority website/webpage, the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2024.**

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes been completed?	✓	
	Have the dates set for the period for the exercise of public rights been published?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', is an explanation available for publication?	✓	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chair of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at **31 March 2024** been reconciled to Box 8?	✓	
	Is an explanation of any difference between Box 7 and Box 8 available, should a question be raised by a local elector and/or an interested party?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? *(Local Councils only)*	✓	

***Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices**, can be downloaded from **www.nalc.gov.uk** or from **www.ada.org.uk**

Certificate of Exemption – AGAR 2023/24 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2024, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2024 and a completed Certificate of Exemption is submitted no later than **30 June 2024** notifying the external auditor.

Stretton-on-Fosse Parish Council

certifies that during the financial year 2023/24, the higher of the authority's total gross income for the year **or** total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2023/24:	£7,553
Total annual gross expenditure for the authority 2023/24:	£6,667

There are certain circumstances in which an authority will be **unable to certify itself as exempt,** so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£210 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2020
- In relation to the preceding financial year (2022/23), the external auditor **has not:**
  - issued a public interest report in respect of the authority or any entity connected with it
  - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
  - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
  - commenced judicial review proceedings under section 31(1) of the Act
  - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If the above statements apply and the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2024.
Signing this certificate confirms the authority will comply with the publication requirements.

Signed by the Responsible Financial Officer	Date	I confirm that this Certificate of Exemption was approved by this authority on this date:	
S. E. Flay	28/05/~~2024~~		28/05/2024
Signed by Chair	**Date**	**as recorded in minute reference:**	
Isobel M. Hazelwood	28/05/2024	M24.33(a)	

Generic email address of Authority: strettononfossepc@btinternet.com

Telephone number: 01608661157

*Published web address

www.strettononfosse.com/parishcouncil

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2024. Reminder letters for late submission will incur a charge of £40 + VAT.

Annual Internal Audit Report 2023/24

Stretton-on-Fosse Parish Council

www.strettononfosse.com/parishcouncil

During the financial year ended 31 March 2024, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2023/24 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✔		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✔		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✔		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✔		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✔		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✔		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✔		
H. Asset and investments registers were complete and accurate and properly maintained.	✔		
I. Periodic bank account reconciliations were properly carried out during the year.	✔		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✔		
K. If the authority certified itself as exempt from a limited assurance review in 2022/23, it met the exemption criteria and correctly declared itself exempt. *(If the authority had a limited assurance review of its 2022/23 AGAR tick "not covered")*	✔		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✔		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations *(during the 2023-24 AGAR period, were public rights in relation to the 2022-23 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).*	✔		
N. The authority has complied with the publication requirements for 2022/23 AGAR *(see AGAR Page 1 Guidance Notes).*	✔		

	Yes	No	Not applicable
O. **(For local councils only)** Trust funds (including charitable) – The council met its responsibilities as a trustee.			✔

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken: 17/04/2024 18/04/2024

Name of person who carried out the internal audit: Kenneth James Dunn

Signature of person who carried out the internal audit: KJDunn

Date: 18/04/2024

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

Stretton-on-Fosse Parish Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, that:

	Agreed			
	Yes	No		'Yes' means that this authority:
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			*prepared its accounting statements in accordance with the Accounts and Audit Regulations.*
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			*made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.*
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			*has only done what it has the legal power to do and has complied with Proper Practices in doing so.*
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			*during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.*
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			*considered and documented the financial and other risks it faces and dealt with them properly.*
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			*arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.*
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			*responded to matters brought to its attention by internal and external audit.*
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			*disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.*
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	*has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.*
			✓	

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

28/05/2024

and recorded as minute reference:

M24.33(b)

Signed by the Chair and Clerk of the meeting where approval was given:

Chair [signature]

Clerk [signature]

Information required by the Transparency Code *(not part of the Annual Governance Statement)*	Yes	No
The authority website/webpage is up to date and the information required by the Transparency Code has been published.	✓	

www.strettononfosse.com/parishcouncil

Section 2 – Accounting Statements 2023/24 for

Stretton-on-Fosse Parish Council

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	*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.*
1. Balances brought forward	12,428	13,247	*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	6,000	6,300	*Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.*
3. (+) Total other receipts	6,161	1,253	*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	2,018	2,223	*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	9,324	4,444	*Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).*
7. (=) Balances carried forward	13,247	14,133	*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	13,248	14,134	*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	49,035	49,384	*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).*

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		*The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.*
11b. Disclosure note re Trust funds (including charitable)			✓	*The figures in the accounting statements above exclude any Trust transactions.*

I certify that for the year ended 31 March 2024 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

S. E. Flay

Date 28/05/2024

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

S. E. Flay

as recorded in minute reference:

M24.33(c)

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

Isabel M. Hazelwood

Explanation of variances 2023/24 – pro forma

Stretton-on-Fosse Parish Council

Insert figures from Section 2 of the AGAR in all Blue highlighted boxes

Now, 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 £500);
- variances of more than £100,000 must be explained even where this constitutes less than 15%;

Please ensure variance explanations are quantified to reduce the variance excluding stated items below the 15% / £500 / £100,000 threshold

	2024 £	2023 £	Variance £	Variance %	Explanation Required? Is > 15%	Is > £100,000	DO NOT OVERWRITE THE BOXES HIGHLIGHTED IN RED/GREEN	Explanation (must include narrative and supporting figures)
1 Balances Brought Forward	13,247	12,428					Explanation of % variance from PY opening balance not required - Balance brought forward agrees	Explanations supplied in file Explanation of variences.doc as well due to shortage of space
2 Precept or Rates and Levies	6,300	6,000	300	5.00%	NO	NO		
3 Total Other Receipts	1,253	6,161	-4,908	79.66%	YES	NO		In 2023 the PC had two EV chargers installed in the village and received grants of £4552 for this, wherea Negative amounts: -£5069
4 Staff Costs	2,223	2,018	205	10.16%	NO	NO		Positive amounts: +£161 Difference accounts for: £4908
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	NO		Difference between 2024 and 2023: £4908
6 All Other Payments	4,444	9,324	-4,880	52.34%	YES	NO		In 2023 the council spent £5454 on installing the EV chargers, but nothing in 2024 (Difference -£5454). Negative amounts: -£5496
7 Balances Carried Forward	14,133	13,247	886	6.69%	NO	NO		Positive amounts: +£661 Difference accounts for: £4835
8 Total Cash and Short Term Investments	14,134	13,248	886	6.69%	NO	NO		Difference between 2024 and 2023: £4880 The extra £45 is covered by the effect of inflation on all prices.
9 Total Fixed Assets plus Other Long Term Investments and Assets	49,384	43,581	5,803	13.32%	NO	NO		
10 Total Borrowings	0	0	0	0.00%	NO	NO		

Explanation of variances

Box 3

In 2023 the PC had two EV chargers installed in the village and received grants of £4552 for this, whereas in 2024 they received only £414 in donations/grants (Difference -£4138). As a result of the work they claimed £1188 in VAT refund in 2023 as opposed to £296 in 2024 (Difference -£892). The Jubilee celebrations in 2023 raised £171, while the coronation celebrations raised only £132 (Difference -£39). The allotment rents raised £250 in 2023; these were increased in 2024 and raised £330 (Difference +£80). The council opened a Business Savings Account (BSA) in 2024 which gained interest of £81 (Difference +£81):

Negative amounts: -£5069

Positive amounts: +£161

Difference accounts for: £4908

Difference between 2024 and 2023: £4908

Box 6

In 2023 the council spent £5454 on installing the EV chargers, but nothing in 2024 (Difference -£5454). We paid £42 for triaing in 2023, but £0 in 2024 (Diff: -£42). Admin costs rose £438 in 2024, as opposed to £281 in 2023 (Diff: +£157). Insurance in 2023 was £662, but in 2024 rose to £747 due to the addition of the EV chargers (Diff: +£85).Grass cutting was £1750 in 2023, but £1920 in 2024, due to inflation increases plus the need for more cuts in 2024 owing to the wetter weather as opposed to the very dry conditions in 2023 (Diff: +£170). Village and Play area maintenance was £538 in 2024, but £289 in 2023, partly due to the play area needing no repairs in 2023 and due to the effect of inflation on costs (Diff: +£249).

Negative amounts: -£5496

Positive amounts: +£661

Difference accounts for: £4835

Difference between 2024 and 2023: £4880

The extra £45 is covered by the effect of inflation on all prices.

Reconciliation between Box 7 and Box 8 in Section 2 - pro forma

(applies to Accounting Statements prepared on an income and expenditure basis <u>only</u>)
Please complete the highlighted boxes.
Name of smaller authority: Stretton-on-Fosse Parish Council

There should only be a difference between Box 7 and Box 8 where the Accounting Statements (Section 2 of the AGAR) have been prepared on an income and expenditure basis and there have been adjustments for debtors/prepayments and creditors/receipts in advance at the year end. Please provide details of the year end adjustments, showing how the net differnece between them is equal to the difference between Boxes 7 and 8.

			£	£
Box 7: Balances carried forward				13,247.00
Deduct:	Debtors **(enter these as negative numbers)**			
		1	0.00	
		2		
		3		
			-	
Deduct:	Payments made in advance (prepayments) **(enter these as negative numbers)**			
		1	0.00	
		2		
			-	
Total deductions				-
Add:	Creditors (must not include community infrastructure levy (CIL) receipts)			
		1	-	
		2		
			-	
Add:	Receipts in advance (must not include deferred grants/loans received)			
		1	-	
		2		
			-	
Total additions				-
Box 8: Total cash and short term investments				13,247.00

Bank reconciliation template

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree to Box 8 on 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 outstanding payments should be entered as negative figures.

		£	£
Balance per bank statements at 31 March 2024:			
	Account 1	796.00	
	Account 2	3,966.00	
	Account 3	9,031.00	
	Account 4	330.00	
	Account 5		
			14,123.00
Petty cash (if applicable)			11.00
Add: outstanding receipts			
		-	
			-
Less: outstanding payments			
		-	
			-
Balance per cashbook at 31 March 2024			14,134.00
(should agree to Box 8 on Section 2)			

Outstanding receipts

This should include any amounts received which have been recorded in the cashbook as being received in the period to 31 March 2024 but which appear on the bank statement after 31 March 2024.

Outstanding payments

This should include any amounts paid which have been recorded in the cashbook as being paid in the period to 31 March 2024 but which appear on the bank statement after 31 March 2024.

:conciliation template

:onciliation should include all bank and building society accounts, including short term ıent accounts. It must agree to Box 8 on Section 2 of the AGAR and will also agree to Box 7 where ounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, bering that outstanding payments should be entered as negative figures.

			£	£
: per bank statements at 31 March 2024:				
	Account 1	796.00		
	Account 2	3,966.00		
	Account 3	9,031.00		
	Account 4	330.00	14,123.00	
ısh (if applicable)			11.00	
ıtstanding receipts		-		
ıtstanding payments		-		
: per cashbook at 31 March 2024 agree to Box 8 on Section 2)			√ 14,134.00	Box 7

ıding receipts

ɔuld include any amounts received which have been recorded in the cashbook g received in the period to 31 March 2024 but which appear on the bank statement l March 2024.

ıding payments

ɔuld include any amounts paid which have been recorded in the cashbook as aid in the period to 31 March 2024 but which appear on the bank statement after ch 2024.

Breakdown of reserves held

Please complete or update the highlighted boxes to help provide a breakdown of the types of reserves held by the authority at the year end:

		£	£	£
Earmarked reserves*:				
	Savings	9031		
	Treasurers account	796		
	Petty cash	11		
	Reserve 4			
	Reserve 5			
			9838	
Restricted (ring-fenced) reserves:				
	Play area	3966		
	Allotments	330		
	Reserve 3			
	Reserve 4			
	Reserve 5			
			4296	
General reserves				
			0	
Total reserves				**14134**
Box 7 per Annual Return				14,133
Difference				**1**

This is due to rounding up and down of figures

Explanation of difference (if applicable):

This can be accounted for by rounding up of expenses and down of income

Column B - Reserves should be renamed to show the specific purpose / name given by this authority.

Stretton-on-Fosse Parish Council
Itemised to include donations

Summary receipts and payments account for year ended 31 March 2024

	2024
Receipts	
Precept	6300
Bank Interest	81
Allotments rent	330
Donations (Thermal camera)	414
VAT	296
Coronation income	132
Total receipts	**7553**
Payments	
Clerk's salary	2223
General Administration and computer sundries	438
Annual Audit	70
Insurance Premium	747
Village Hall Hire	53
Jubilee/Coronation	0
SSI expenses	0
Training	0
Village Maintenance	
Grass cutting	1920
Village Maintenance	323
Play area expenses	215
Village equipment	349
Website fees and expenses	119
Allotment expenses	75
Subscriptions	35
EV chargers	0
Election costs	100
Total expenses	**6667**
Balance	**886**
Transfers within accounts	
From petty cash to Treasurers account	0
From BSA to Play area account	500
From Treasurers to BSA	12000
From BSA to treasurers	2550
Lloyds account	796
Play area account	3966
BSA	9031
Petty cash	11

Stretton-on-Fosse Parish Council

Receipts and Payments Summary

Balance brought forward @ 01.04.23	13247
Add total receipts	7553
	20800
Less total payments	–6667
Balance carried forward @ 31.03.24	**14133**

These cumulative funds are represented by:

Petty Cash	11
Lloyds treasurers account	796
Lloyds play area account	3966
Lloyds BSA	9031
Allotments account	330
	14134

Assets held at 31 March 2024

Playground equipment	33377
Bus shelter (insurance value)	3000
Memorial seat	591
Seats (3)	200
Areas of land designated village green	9
Road salt containers (7)	1937
Signposts and signs	111
Fire-proof filing cabinet	540
BAP equipment	1128
Allotments shed	2328
Notice board	360
EV chargers	5454
Thermal camera	349
Total	**49384**