

## Additional information to be submitted with Part 3 AGAR

### Basic and Intermediate levels

| Item required.  | Included<br>Y/N or<br>response |
|---|--------------------------------|
| 1. State the basis of accounts – Income and Expenditure (I&E) or Receipts and Payments (R&P)  | R&P                            |
| 2. Bank reconciliation (N.B. a <a href="#">pro-forma</a> document is available online).   | Y                              |
| 3. Explanations of significant variances:<br><br>For boxes 2 – 10 in the Accounting Statements, where the 2022 figure is 15% greater than, or 15% less than, the 2021 figure <b>unless</b> the variance is less than £500 | Y                              |
| 4. A reconciliation between boxes 7 and 8 – this must be quantified.  | Y                              |
| 5. An explanation of any 'No' answers in Section 1 (Annual Governance Statement)  | N/A                            |
| 6. An explanation of any 'No' answers in the Annual Internal Audit Report.  | N/A                            |
| 7. An explanation of the level of reserves held if more than twice the precept of the Authority.  | Y                              |
| 8. Whether you use the general power of competence.   | Y                              |
| 9. The dates for the period for the exercise of public rights (N.B. a <a href="#">pro-forma</a> document is available online).  | Y                              |
| 10. This sheet, duly completed  | Y                              |

## BANK & PETTY CASH RECONCILIATION

### **EARNLEY PARISH COUNCIL**

Financial year ending on 31 March 2022

Prepared by [REDACTED] Mrs Louise Chater Clerk/RF Dated: 7th April 2022

Approved by [REDACTED] Chairman to the Council Dated 23<sup>rd</sup> May 2020

#### **Balance per bank statements as at 31 March 2022**

£

##### **Parish Council**

Unity Trust Bank

30589.4

less: any unresented payments as at 31 March 2021

0

30589.40

Add: any monies not cleared

none

0

#### **Net Bank Balance as at 31 March 2022**

30589.40

The net balance reconciles to the cash book for the year, as follows

£

#### **Cash Book**

Opening Balance

33356.46

Add: Receipts in the year

22124.23

Less: the payments in the year

24891.29

#### **Closing balance per cash book at 31 March 2022**

30589.40

End of Data



## SECTION 2 STATEMENT OF ACCOUNTS

### EARNLEY PARISH COUNCIL

Financial year ending on 31 March 2022

Prepared by [REDACTED] Mrs Louise Chater Clerk/RFO

Dated: 7th April 2022

Approved by [REDACTED] Chairman to the Council

Dated 23rd May 2022

|  | 31-Mar-21 | 31-Mar-22 | Variance £ | Variance % | Explanation  |
|--|-----------|-----------|------------|------------|--|
| Balance Brought Forward                            | 18,868    | 33,356    | 14,488     | 77%        | CIL(6873.10) and S106 funding received (11473.78).   |
| Annual Precept                                     | 19,252    | 19,803    | 551        | 3%         |  |
| Total Other Receipts                               | 20,554    | 2,321     | -18,233    | -89%       | Previous year CIL £6873.78 (not repeated), S106 £11,473.78 (not repeated)  |
| Staff Costs  | 8,472     | 10,504    | 2,032      | 24%        | Salary review increase in payscale and additional hours worked. Timing of HMRC Payments.   |
| Loan interest/capital repayment                    | 568       | 568       | 0          | 0%         |  |
| Total Other Payments                               | 16,278    | 13,819    | -2,459     | -15%       | Previous Year: Purchase of two speed indicator devices £5950.00 (not repeated), replacement and new poles to hold speed indicator devices £425.18 (not repeated), Two traffic reports to support objection to planning applications in parish £2,875.00. Expired cheque £128.40. Current year £1,136.50 traffic report to support objection to planning application. |
| Balance Carried Forward                            | 33,356    | 30,589    | -2,767     | -8%        |  |
| Total Cash and Short Term Investments              | 33,356    | 30,589    | -2,767     | -8%        |  |
| Total Fixed Assets and Long Term Assets            | 11,976    | 16,703    | 4,727      | 39%        | Intallation of signage at entrance of conservation area (£4726.40)   |
| Total Borrowing                                    | 1,633     | 1,102     | -531       | -48%       | Bookers Lane Flood Alleviation Scheme Loan No: 502615  |
| Disclosure Note Trust Funds (including charitable) | NO        | NO        | -          |            |  |
| End of Data  |           |           |            |            |  |

# RESERVES

## **EARNLEY PARISH COUNCIL**

Financial year ending on 31 March 2022

Prepared by \_\_\_\_\_

Mrs Louise Chater Clerk/RFO

Dated: 7th April 2022

Approved by \_\_\_\_\_

Chairman to the Council

Dated

23rd May 2022

Balance per bank statements as at 31 March 2022

Less Uncleared items

Cash Book Balance

General Reserves

Community Infrastructure Levy

Section 106 Remaining Funds

Office Equipment

Election Reserves

Noticeboard Replacement

Bus Shelter Maintenance

Road Signs

Flood Alleviation

Street Lighting

Parish Plan Project Reserves

Total Cash and Investments

End of Data

30,589.40

30,589.40

11,297.40

6,873.00

226.00

1,810.00

1,796.00

1,350.00

929.00

1,563.00

150.00

4,595.00

30,589.40




Smaller authority name:

**Earnley Parish Council**

**NOTICE OF PUBLIC RIGHTS AND PUBLICATION  
OF UNAUDITED ANNUAL GOVERNANCE &  
ACCOUNTABILITY RETURN**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022**

**Local Audit and Accountability Act 2014 Sections 26 and 27  
The Accounts and Audit Regulations 2015 (SI 2015/234)**

| NOTICE   | NOTES  |
|--|--|
| <p>1. Date of announcement <u>Wednesday 1<sup>st</sup> June 2022</u> (a)</p> <p>2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review.</p> <p>Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2022, these documents will be available on reasonable notice by application to:</p> <p>(b) Louise Chater Parish Clerk/RFO<br/>E: <a href="mailto:clerk@earnleypc.org">clerk@earnleypc.org</a> T: 01243 203040</p> <p>commencing on (c) <u>Monday 6 June 2022</u></p> <p>and ending on (d) <u>Friday 15 July 2022</u><br/>[the 30th working day after (c) above]</p> <p>3. Local government electors and their representatives also have:</p> <ul style="list-style-type: none"><li>• The opportunity to question the appointed auditor about the accounting records; and</li><li>• The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority.</li></ul> <p>The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only.</p> <p>4. The smaller authority's AGAR is subject to review by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is:</p> <div style="text-align: center;"><b>MOORE</b></div> <p>Moore (Ref RD/hd)<br/>Rutland House,<br/>Minerva Business Park,<br/>Lynch Wood,<br/>Peterborough<br/>PE2 6PZ</p> <p>5. This announcement is made by (e) <u>Louise Chater Parish Clerk/ RFO</u></p> | <p>(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below</p> <p>(b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts</p> <p>(c) Insert date, which must be at least 1 day after the date of announcement in (a) above and extends for a single period of 30 working days (inclusive) ending on the date appointed in (d) below</p> <p>(d) The inspection period between (c) and (d) must also include the first 10 working days of July.</p> <p>(e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority</p> |