

6.b.

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree to B headed "Year ending 31 March 2026" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a re basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority:

Burton Leonard Parish Council

County area (local councils and parish meetings only):

Yorkshire

Financial year ending 31 March 2026

Prepared by (Name and Role):

Jill Davis - Locum Clerk

Date:

01/09/2026

Balance per bank statements as at 31/3/2026:

account 1

£ £

3,937.20

[add more accounts if necessary]

3,937.20

Petty cash float (if applicable)

-

Less: any unpresented cheques as at 31/3/2026 (enter these as negative numbers)

item 1

item 2

item 3

item 4

[add more lines if necessary]

item 5

item 6

item 7

item 8

Add: any un-banked cash as at 31/3/2026

Net balances as at 31/3/2026 (Box 8)

3,937.20✓
mg
11/9/2026

Burton Leonard Parish Council
Management accounts for the year ended 31/3/2026

2025/2026

	Month number 12					
	YTD actuals	YTD budget	Variance	Full year budget	% of Budget	
Receipts						
I. CIL & S106 Money	£ -	£ -	£ -	£ -	0%	
I. Interest Payment	£ -	£ -	£ -	£ -	0%	
I. Misc Incomes	£ -	£ -	£ -	£ -	0%	
I. Misc Incomes	£ -	£ -	£ -	£ -	0%	
I. NYC Grass Cutting	£ -	£ 300.00	£ 300.00	£ 300.00	0%	
I. Precept	£ 11,500.00	£ 11,500.00	£ -	£ 11,500.00	100%	
I. Reserves	£ -	£ 1,561.00	£ 1,561.00	£ 1,561.00	0%	
I. Vat refund	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	0%	
I. Wayleave Payment	£ 37.34	£ 37.00	£ 0.34	£ 37.00	101%	
Total receipts	£ 11,537.34	£ 14,398.00	£ 2,860.66	£ 14,398.00	80%	

Payments						
E. Administration Costs	£ 11.82	£ 140.00	£ 128.18	£ 140.00		8%
E. Audit Fees	£ 252.00	£ 150.00	£ 102.00	£ 150.00		168%
E. Bank Charges	£ -	£ -	£ -	£ -		0%
E. Christmas Expenditure	£ -	£ -	£ -	£ -		0%
E. Defibrillator	£ 78.19	£ 175.00	£ 96.81	£ 175.00		45%
E. Expenses (Clerk)	£ 349.15	£ 370.00	£ 20.85	£ 370.00		94%
E. Expenses (Councillors)	£ -	£ -	£ -	£ -		0%
E. Expenses (Locum Clerk)	£ -	£ -	£ -	£ -		0%
E. Grant Scheme	£ 15.00	£ -	£ 15.00	£ -		0%
E. Grass Cutting	£ 3,463.20	£ 3,200.00	£ 263.20	£ 3,200.00		108%
E. HMRC	£ -	£ -	£ -	£ -		0%
E. Insurance	£ 580.01	£ 550.00	£ 30.01	£ 550.00		105%
E. IT Services	£ 744.60	£ 620.00	£ 124.60	£ 620.00		120%
E. Misc Village Expenses	£ 642.60	£ 1,500.00	£ 857.40	£ 1,500.00		43%
E. Payroll Services	£ 216.00	£ 144.00	£ 72.00	£ 144.00		150%
E. Room Hire	£ 120.00	£ 100.00	£ 20.00	£ 100.00		120%
E. S137 Expenses	£ -	£ -	£ -	£ -		0%
E. Staff Salaries. (Clerk)	£ 7,596.20	£ 6,963.00	£ 633.20	£ 6,963.00		109%
E. Staff Salaries. (Locum Clerk)	£ -	£ -	£ -	£ -		0%
E. Subscriptions	£ 362.94	£ 310.00	£ 52.94	£ 310.00		117%
E. Training	£ 99.23	£ 120.00	£ 20.77	£ 120.00		83%
E. Utilities	£ 66.34	£ 56.00	£ 10.34	£ 56.00		118%
Total payments	14,597.28	14,398.00	(199.28)	14,398.00		101%

End of year 1/4/2025 - 31/3/2026

John - Locum clerk / RFO.

Explanation of variances – pro forma

Name of smaller authority: **Burton Leonard Parish Council**

County area (local councils and **North Yorkshire**)

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);
- variances of £100,000 or more require explanation regardless of the % variation year on year;
- **New from 2025/26 onwards:** variances of £500,000 or more in Box 3 require explanation regardless of the % variation year on year for smaller authorities with income and/or expenditure exceeding £6,500,000

	2024/25 £	2025/26 £	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	10,230	6,997				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,300	11,500	2,200	23.66%	YES	The precept was increased to build up the reserves for the 2025/2026 financial year.	
3 Total Other Receipts	676	37	-639	94.53%	YES	In the 2024/2025 financial year a refund of £638.40 was received from a contractor due to an overpayment.	
4 Staff Costs	6,740	7,596	856	12.70%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	6,469	7,001	532	8.22%	NO		
7 Balances Carried Forward	6,997	3,937				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	6,997	3,937				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	61,997	61,997	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		