

Explanation of variances – pro forma

Name of smaller authority: **Walberswick Parish Council**

County area (local councils and parish meetings only): **Suffolk**

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);
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2018/19 £	2019/20 £	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	20,001	29,464					
2 Precept or Rates and Levies	23,000	27,000	4,000	17.39%	YES		In 2019/20, there was an overall increase in precept or rates and levies. The precept received has increased from £23,000 (2018/19) to £27,000. In 2019/20, there was therefore an overall increase of £4,000.
3 Total Other Receipts	13,395	22,001	8,606	64.25%	YES		In 2019/20, there was an overall increase in total other receipts. Total other receipts have increased from £13,395 (2018/19) to £22,001. Allotment fees received have reduced from £275 (2018/19) to £202, administration costs received have reduced from £24 (2018/19) to £0, grants received have reduced from £6,996 (2018/19) to £1,000, donations received have reduced from £1,537 (2018/19) to £0, CIL receipts have reduced from £2,079 (2018/19) to £1,776, grass cutting re-imbursements received have reduced from £868 (2018/19) to £434, VAT refunds received have reduced from £1,591 (2018/19) to £1,538, Heritage Hut re-imbursements received have increased from £0 (2018/19) to £88 and miscellaneous income received has increased from £25 (2018/19) to £16,963 (comprising Heritage Hut NNDRs refund, £1,110, HSBC Heritage Hut bank account closing funds, £15,805, and previously unpaid Eastern Power Networks wayleaves and rent payments, £48). In 2019/20, there was therefore an overall increase of £8,606.
4 Staff Costs	12,001	9,441	-2,560	21.33%	YES		In 2019/20, there was an overall reduction in staff costs. Staff costs have reduced from £12,001 (2018/19) to £9,441. In 2019/20, there was therefore an overall reduction of £2,560.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	14,931	28,044	13,113	87.82%	YES		In 2019/20, there was an overall increase in all other payments. All other payments have increased from £14,931 (2018/19) to £28,044. Allotment costs have reduced from £176 (2018/19) to £0, external audit fees have increased from £0 (2018/19) to £400, internal audit fees have increased from £220 (2018/19) to £225, finance administration costs have reduced from £250 (2018/19) to £0, election fees have increased from £0 (2018/19) to £76, healthy and safety costs have reduced from £110 (2018/19) to £0, Heritage Hut rates have increased from £706 (2018/19) to £750, planning application fees have reduced from £234 (2018/19) to £0, village hall hire costs have increased from £159 (2018/19) to £230, insurance costs have reduced from £957 (2018/19) to £888, legal fees have increased from £0 (2018/19) to £1,029, payroll administration costs have increased from £63 (2018/19) to £98, playground costs have reduced from £6,319 (2018/19) to £4,437, playing field costs have reduced from £444 (2018/19) to £0, stationery, postage and IT costs have increased from £85 (2018/19) to £456, training costs have reduced from £171 (2018/19) to £4, village maintenance costs have reduced from £2,600 (2018/19) to £1,300, miscellaneous expenditure has increased from £0 (2018/19) to £15,860 (comprising HSBC Heritage Hut bank account adjustments, specifically postbox and keys, £55, and HSBC Heritage Hut bank account closing funds, £15,805) and VAT costs have reduced from £2,119 (2018/19) to £1,973. In 2019/20, there was therefore an overall increase of £13,113.
7 Balances Carried Forward	29,464	40,980			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	29,464	40,980				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	48,841	52,152	3,311	6.78%	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