

## Explanation of variances – pro forma

Name of smaller authority: **Little Waltham Parish Council**

County area (local councils and): **Essex**

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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	24,252	32,854				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	30,181	35,714	5,533	18.33%	YES		The precept was increased by £5533 as follows - administration increased £4840 to cover higher legal and consultancy fees, increased insurance election costs and Councillor training. Allotments increased by £980 to cover the upgrade of one site. Personnel increased £820 to cover higher salary and expenses for Clerk. Open spaces reduced by £800 for lower litter picking costs and grants reduced by £40. In addition there was an addition £267 in income to defray costs leading to a differential of £5533
3 Total Other Receipts	13,474	10,031	-3,443	25.55%	YES		Other income received was reduced due to a decrease in grant funding of £3687.02, a decrease in advertising of £240 and no miscellaneous income thus a reduction of £55.51 making a total of £3982.53. When taking away higher income of £17.72 for allotments, £1.68 for the Vera Perkins interest and £520.42 for reclaimed VAT it provides a differential of £3443
4 Staff Costs	8,887	9,758	871	9.80%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	26,166	37,011	10,845	41.45%	YES		Higher expenditure occurred as follows - Admin £172.16, hall hire £48, subscriptions £89.17, allotments due to upgrade £4,473.29, Vera Perkins interest £2.04, Handyman £90, Open spaces due to new roundabout £6,158.57 and VAT reclaim £1,156.48 totalling £12,189.71. When subtracting lower expenditure of grants £500 and equipment £845 it provides a total difference of £10,844.71 which rounds up to £10,845
7 Balances Carried Forward	32,854	31,830			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	32,854	31,830				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	159,634	169,486	9,852	6.17%	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