

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);
- **New from 2020/21:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- 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).

	2019/20 £	2020/21 £	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	32,854	31,830					Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	35,714	44,102	8,388	23.49%	YES	The precept was raised by £8,388 due to the following reasons Increased amounts were required in the budget as follows - Allotments increased to cover new fencing on site £1,096 Personnel to cover small increase in salary £130.00 Parks and open spaces increased repair to wetpour 3,000 increased rent for playing fields £1,000 increased litter picking £1,000 upgrade of tennis court £5,500 more money for street furniture £200 and new noticeboard £1,950 12,650 less savings on handyman and war memorial £1,238 £11,412 Total increases 12,638 Less a lower amount for administration 4,250.00 Total £8,388	
3 Total Other Receipts	10,031	9,201	-830	8.27%	NO		
4 Staff Costs	9,043	8,031	-1,012	11.19%	NO	Due to the Coronavirus the Clerk's salary and payments for pension, tax and NI were paid in March 2020 rather than April 2020 thus £660.40 was paid which would usually have been paid in April and only 11 payments of salary have been made in year end March 2021. The sum of £352.04 comprises additional overtime that was paid during year end March 2020 for work to set up a new Parish Council website and for the Parish Council magazine thus the total differential is £1012.00	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	37,726	22,561	-15,165	40.20%	YES	The differential of £15,165 can be explained as follows – Lower costs this year Administration costs £4,919.52 Hall hire (meetings online) £ 162.00 Allotments (water upgrade last year) £3,231.29 Handyman £ 83.00 Open spaces (new roundabout last year) £5,391.74 VAT (more capital projects) £1,430.52 Total £ 15,218.07 Less Higher costs this year Subscriptions £ 42.33 Vera Perkins donation £ 1.58 PPE £ 9.99 Difference £15,164.17	
7 Balances Carried Forward	31,830	54,541			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	31,830	54,541			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	169,486	170,936	1,450	0.86%	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