

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 onwards:** 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).

	2020/21 £	2021/22 £	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	31,830	54,541				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	44,102	44,355	253	0.57%	NO		
3 Total Other Receipts	9,201	14,170	4,969	54.00%	YES		This year there was a much larger CIL payment which was £7154.43 higher than the year before. Also an additional £1695 was received in magazine advertising and an additional £2.93 in bank interest. This was reduced by a lower VAT refund of £1,435.32, less allotment rent of £34.30 and the fact that the year before a one off payment of £2413.12 had been received from a bequest investment resulting in a differential of £4,969.62
4 Staff Costs	8,031	9,505	1,474	18.35%	YES		This year the Parish Council agreed to raise the Clerk from scale point 18 to scale point 20 thus increasing her wages and as from 2 December 2021, her hours were increased from 10 to 11 hours a week. This has resulted in her receiving £886.64 extra in salary which in turn has meant an additional payment to HMRC of £241.21 and £340.05 to the Local Government Pension scheme resulting in a differential of £1,473.90
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	22,561	39,604	17,043	75.54%	YES		This year due to legal fees for the new lease and higher costs of the magazine production there was an additional cost to administration of £3,598.87. Hall hire fees were higher by £30, subscriptions higher by £54.66. Due to a play area surface upgrade, play area payments were higher by £8,878.34. More money was donated in grants in the additional sum of £3,850.01 and VAT payments were higher by £2,057.54. This was reduced by lower payments of £1,091.95 for allotments, £58.12 for the Vera Perkins interest, £270 for the handyman and £6.99 for PPE resulting in a differential of £17,042.36
7 Balances Carried Forward	54,541	63,957			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	54,541	63,957				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	170,936	171,056	120	0.07%	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