

Explanation of variances – pro forma

Name of smaller authority: **LINBY PARISH COUNCIL**

County area (local councils and parish meetings only):

Insert figures from Section 1 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).

	2017/18 £	2018/19 £	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	13,421	19,157					
2 Precept or Rates and Levies	10,567	12,314	1,747	16.53%	YES		Admin budget total increase = £392.82 due to increase costs of: insurance, NALC subs, external auditor costs. PC registration with the ICO. Increase in Clerk salary based on NALC recommendation. Heritage Centre Costs total increase = £134.00 due to increase in electricity costs, maintenance of the building and the addition of annual rent due to delays in purchasing the site from NCC. Repairs & Maintenance Costs total increase = £320.00 due to increase in cuts and service to the mower. Other Projects total increase = £400.00 due to increase in plants required, increase in Lengthsman costs due to additional houses in the Parish. Planning Costs total increase = £500.00 to cover the cost of employing a planning consultant to finalise the Neighbourhood Plan. TOTAL £1,747
3 Total Other Receipts	15,982	8,823	-7,159	44.79%	YES		Neighbourhood Plan grant received in 2017/18 and not in 2018/19 = £6408.00. CIL received in 2017/18 and not in 2018/19 = £483.00. Grant Aid decrease in 2018/19 of £72.00. VAT reclaim decrease in 2018/19 of £450.53. Other receipts/ Donations increase in 2018/19 = £254.60 TOTAL £7,159
4 Staff Costs	4,610	5,140	530	11.50%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	16,203	16,852	649	4.01%	NO		
7 Balances Carried Forward	19,157	18,302				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	19,567	18,302				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	20,052	19,349	-703	3.51%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
Reserve 1			
Reserve 2			
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
		0	
General reserve			
		0	
Total reserves (must agree to Box 7)			<u>0</u>