

Explanation of variances – pro forma

Name of smaller authority:

Rous Lench Parish Council

County area (local councils and

Worcestershire

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).

	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	15,808	16,753				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,075	4,890	815	20.00%	YES		Additional £270 budgeted for complying with GDPR and potentially needing to take on data protection officer.
3 Total Other Receipts	2,397	5,778	3,381	141.05%	YES		An additional £14.92 in interest received from deposit account, received new homes bonus money of £2200 and late repayment from previous year of £803.50 for parish lengthsman scheme.
4 Staff Costs	2,382	1,744	-638	26.78%	YES		Decrease in salary costs due to Clerk being ill and on sick pay (£152.72). Decrease in expenses as Clerk not claiming for working from home costs or mileages (£96.40). No PAYE required in 18/19 due to change in tax code in comparison to £172.80 for 17/18.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,145	6,195	3,050	96.98%	YES		Additional outgoings – defibrillator and case was bought for £1411.14, tree work maintenance was carried out at £180 and village hall hire charges of £408 (no payment last year). Additional charges for temporary cover for Clerk sickness at £579.25
7 Balances Carried Forward	16,753	19,482			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	Total Reserves is an additional £1524.88 over twice the annual precepts. Earmarked reserves: Renewals/repairs to assets (£2705), Election cost (£900) and Village green work and maintenance (£2000)
8 Total Cash and Short Term Investments	16,753	19,482				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	21,521	22,932	1,411	6.56%	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