

Explanation of variances – pro forma

Name of smaller authority: **Skelsmergh & Scathwaite Parish Council**

County area (local councils and SLDC)

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).

	2018/2019 £	2019/2020 £	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	3,381	2,657					Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	3,658	4,662	1,004	27.45%	YES		Minutes 66/18d (November 2018) & 77/18e (January 2019) relate. An increase of ~£1,000 in the precept was agreed; from £3,658 to £4,662. The PC had a history of savings and had not raised the precept in line with inflation for the past ~8 years. More funding was necessary to support local projects that complied with the objectives of the PC Community Action plan (developed in consultation with residents).
3 Total Other Receipts	520	242	-278	53.46%	YES		There was an in-year change, an additional bee-keeping licence was applied/granted to a new keeper. The honey was harvested later in year than usual and sold in April 2020. So there was no income from the sale of honey during the 2019-2020 financial year (cf 2018-2019 honey income of £109). Income from woodland produce (beanpoles, pea sticks and hedging poles) accrued slowly and was not accounted for fully until after the 2019/20 financial year end, thus resulting in £136 less income from woodland products compared to the previous year. In any event income from these sources varies widely from year to year, depending on volunteer input, the amount of product and demand for it. There was also a decrease in the grant received from SLDC (£80 this year cf £114 last year).
4 Staff Costs	1,562						
5 Loan Interest/Capital Repayment	0	2,245	683	43.73%	YES		This is due to illness - the March PC meeting was cancelled as the Clerk had been in hospital and rescheduled to April 2019. The payments due in March were therefore made in the new financial year. The Clerk's salary costs for 2018-2019 comprise 5 salary payments (the PC meet bi-monthly and the Clerk is the only staff employed by the PC) and for 2019-2020 there are 7 payments. There was also a pay rise for Clerks in 2019. The difference is twice the ~bi-monthly salary (£312, salary point 25 for 3hrs/week at 2018 rate) plus the NALC pay rise pro-rata (£58.26 applicable from 01.04.2019), Minute 90/18, April 2019.
6 All Other Payments	3,340						
7 Balances Carried Forward	2,657	0	0	0.00%	NO	VARIANCE EXPLANATION NOT REQUIRED	
		3,571	231	6.92%	NO		
8 Total Cash and Short Term Investments	2,657	1,745			NO		
9 Total Fixed Assets plus Other Long Term Investments an	4,202	1,745				VARIANCE EXPLANATION NOT REQUIRED	
10 Total Borrowings	0						In year - the PC invested in a new notice board (£500 - minute 52/19b, September 2019) and a PC laptop and carry-bag (total £294, from Transparency Grant Funding).
		4,996	794	18.90%	YES		
		0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

A Chapman
(Chair)