

Explanation of variances – pro forma

Name of smaller authority:

WORLDHAM PARISH COUNCIL

County area (local councils and parishes):

East Hampshire

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	23,206	38,643				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	12,268	12,268	0	0.00%	NO		
3 Total Other Receipts	21,060	10,931	-10,129	48.10%	YES	See Sheet 2	
4 Staff Costs	6,500	6,681	181	2.78%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	11,391	9,168	-2,223	19.52%	YES	See Sheet 2	
7 Balances Carried Forward	38,643	45,993				VARIANCE EXPLANATION NOT REQUIRED	
					YES	EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	38,643	45,993				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	379,283	379,783	500	0.13%	NO		
10 Total Borrowings			0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Amended for
audit
questions
from PKF

WORLDHAM PARISH COUNCIL

ANNUAL RETURN: Year ending 31st MARCH 2022 (Figures shown net of VAT)

Prev Yr £	Box No.	RECEIPTS	2021/2022	% diff on prev yr	£ diff on prev yr	Explanation of variances (differences over 15%)
12,268.00	2	Precept	12,268	0%	0.00	
91.00		Bank Interest	68	-25%	-23.11	2020/2021 - Lower interest rate and moved to online banking so no interest on the current account at all in 2021/2022
1,382.00		VAT repayment	1,760	27%	377.85	Includes VAT repayment for 2021/2022 and 2022/2023 as both was paid and received in this financial year
120.00		Village Hall	1,697	1314%	1,577.00	2020/2021- Decrease in hire usage - due to Covid 19. 2022/2023 - regular yoga classes taking place in hall
4.00		Wayleave	4	0%	0.00	
0.00		Sundries	-	0%		
4,766.00		S106	-	-100%	-4,766.00	2020/2021 S106 projects carried out. 2021/2022 no S106 projects carried out
4,499.00		Worldham Community Benefit Fund	4,560	1%	61.44	
10,000.00		Other	2,842	-72%	-7,158.49	2020/2021 Covid business grant received (£10K)
£21,060 (£20,862 + plus £198(Transfe r of funds as annual defibrillator was paid for out of current acct by mistake)				52%		
20,862.00	3	Total other receipts	10,931		-9,931.31	
£6,499.92 Gross salary only as per the updated guidance				3%		
6,716.00		Net Salaries & Allowances	6,897		181.09	
-		Pension Contributions	-	-	0.00	
-		Travel costs	9	100%	8.55	2020/2021 Decreased mileage due to Covid and Clerk not charging for additional trips as no more than the once a month I would have travelled for meetings
6,716.00	4	Staff costs	6,905.64	3%	189.64	AGAR BOX 4 £6681 (£6905.64- 9 (travel costs) - 216 (Work at home allowance)
216.00		Work at home allowance				
20.00		Chair's Allowance	20	0%	0.00	
58.00		Stamps & Stationery	99	71%	41.18	2020/2021 - lower printer costs due to online meetings. 2021/2022 - increased printing costs from previous years as face to face meetings restart
113.00		Equipment purchase	-	-100%	-113.00	2021/2022 - nothing purchased
-		Section 137 Payments	479	0%	478.82	
474.00		Repairs & maintenance	267	-44%	-207.14	2020/2021 included repairs to laptop
1,798.00		Village Hall Electricity	697	-61%	-1,101.41	Credit note received in 2021/2022 so overall costs is lower but input is similar.
49.00		Village Hall Water Rates	50	3%	1.28	
		Covid Grant- Village Hall (project)	1,066		1,066.00	2021/2022 - Investigation work to floor and V.hall title deeds (legal fees)
51.00		Inspections/septic tank	95	87%	44.18	2021/2022 - Includes contribution to fire extinguisher inspection at village hall
623.00		Subscriptions & Fees	350	-44%	-272.61	2020/2021 Includes more monthly Zoom fees
440.00		Audit Fees	400	-9%	-40.00	
-		Professional Fees	-		0.00	
600.00		Grant Allocation	600	0%	0.00	
150.00		Grass cutting	180	20%	30.00	2021/2022 - Increase in costs as hedge needed extra cutting back
1,538.00		S106 (2021-2022 - Jubilee event)	55	-96%	-1,483.00	2020/2021 SDNPA S106 money awarded 2021/2022 Expenditure on Jubilee
1,944.00		Playground Maintenance	1,355	-30%	-589.50	2020/2021 - Includes timber & repairs to Multiplay unit and Covid wash down
		Tree Survey	600	100%	600.00	
155.00		Training	-	-	-155.00	2020/2021 - Includes training for new clerk and new councillors 2021/2022 - no training took place
-		Election costs	-		0.00	
1,377.00		Insurance	1,715	25%	338.06	2021/2022 - Insurance premiums increased
-		Other expenses	-	0%	0.00	
987.00		VAT on payments	784	-21%	-203.12	2021/2022 - VAT on replacement timber for multiplay unit
798.00		Worldham Community Benefit Fund	165.00	-79%	-633.00	2020/2021 included 2 grants to King's World due to covid and increased costs in delivery

						£11390.70	
						Total all other payments (minus Gross salary but including Working at home allowance)	-59%
<u>21,663.00</u>	6	Total Other Payments	8,976.74	-12,686.26			
		RECEIPTS & PAYMENTS SUMMARY					
							31/03/2021 - £38643 - Less VOID cheque 1314 £33.60 from end 2021 (VOID cheque cancelled on 1st April 2021 so BBF from 1st April £38,676.32
		Balance brought forward 1/4/2021	38,676				
		Add Total Receipts (as above)	23,199				
		Less Total Payments (as above)	15,882				
			-				
<u><u>-</u></u>	8	Balance carried forward 31/3/2022	45,993				
Significant Variances (differences of over 15%)							
(Detail here reasons for variances under appropriate headings)							

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:			
Covid Business Grant	8,934		Earmarked for improvements to the village hall
Worldham Community	14238.87		Earmarked for community grants programme
Jubilee event	3250		Earmarked for Jubilee event (inc donation and Communitgy grant fund)
		26422.87	
General reserve	22820.43		
		19570.43	
Total reserves (must agree to Box 7)			45993.30