

## Explanation of variances – pro forma

Name of smaller authority: **Cliffsend Parish Council**

County area (local councils and): **Thanet, KENT**

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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority ( <b>must include narrative and supporting figures</b> )
1 Balances Brought Forward	<b>31,508</b>	<b>29,437</b>				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	<b>14,876</b>	<b>15,510</b>	634	4.26% 0	NO		
3 Total Other Receipts	<b>2,498</b>	<b>12,889</b>	10,391	415.97% 1	YES		Additional payments received included £4466.89 from S106 for Chapman Meadow, which had been submitted to TDC in 2017 (the final payment at end of 10 year period). The Cliffsend Shop Association gave £7922.08 when the village shop closed to purchase Benches for the Village. The sum of £500 was provided by KCC for the purchase of shed to store Emergency equipment for use in the village
4 Staff Costs	<b>6,138</b>	<b>7,113</b>	975	15.88% 1	YES		The previous Clerk left in February 2018, the Parish Council was forced to use temporary contract staff to provide Clerk services until the end of September 2018. A new Clerk was appointed in August 2018, but she was new to the role and required external support during a handover period. The new Clerk was appointed on wage rates in accordance with National Wage rates.
5 Loan Interest/Capital Repayment	<b>0</b>	<b>0</b>	0	0.00% 0	NO		
6 All Other Payments	<b>13,307</b>	<b>16,247</b>	2,940	22.09% 1	YES		The Parish Council implemented a number of scheme's outside its normal purchases to improve the village, these included a Defibrillator (£2048.00 plus it required electrical upgrade at £283.00) mounted on the front of the Village Hall. The purchase of Grit Bins (6 at a cost of £736.70) to store Winter Grit at strategic locations in the Village agreed with KCC. Relocating/Refurbishing the Bench by TDC outside the Village hall and providing Mounts for three benches in the same location, then providing and installing a further approved Bench by TDC (£1034.00). Purchase of a World War Memorial Bench (£878.50) to mark 100 years since 1918 for installation outside the village Hall. Solicitor Fee's of £718 were incurred in an attempt to update the 125 year Lease for the Chapman Meadow, abandoned due the landowner setting unacceptable terms. Purchase of a Christmas Tree, mounting bracket and lights ((£305) for display outside the village hall over the Christmas/New Year Period.
7 Balances Carried Forward	<b>29,437</b>	<b>34,476</b>			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	The explanation has to be provided on the other sheet labelled RESERVES
8 Total Cash and Short Term Investments	<b>29,437</b>	<b>34,476</b>				VARIANCE EXPLANATION NOT REQUIRED	

9 Total Fixed Assets plus Other Long Term Investment	18,643	23,136	4,493	24.10%	1	YES	The Asset Schedule was updated in early 2019 at its yearly review. During the year the Parish Council had purchased quite number of costlier items, these included Defibrillator at (£2458 including installation costs), Grit Bins (6 at Total cost of £884) to store Salt/Grit on local roads. Purchase of an additional Bench Located outside Village Hall along with a WW1/WW2 Memorial Bench (£1709), Three Planter Boxes for Village Green (£100), A Backup Drive for use with Clerks PC (£40), Mounting Hardware and lights for a Village Christmas Tree and lights (£305).
10 Total Borrowings	0	0	0	0.00%	0	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable