Explanation of variances – pro forma

Name of smaller authority:

Worldham Parish Council

County area (local councils and par 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: 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).

	2019/2020 £	2020/2021 £	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	27,595	23,206				Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	12,170	12,268	98	0.81%	NO	
3 Total Other Receipts	11,904	21,060	9,156	76.92%	YES	See Sheet 2
4 Staff Costs	6,800	6,500	-300	4.41%	NO	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	21,663	11,391	-10,272	47.42%	YES	See Sheet 2
7 Balances Carried Forward	23,206	38,643			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
8 Total Cash and Short Term Investments	23,206	38,643				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	As: 373,516	379,283	5,767	1.54%	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

Prev Yr					% diff	£ diff	
£	Box No.	RECEIPTS	2020/2021	Amended for audit questions PKF Little John	on prev yr	on prev yr	Explanation of variances (differences
							over 15%)
12,170.00	2	Precept	12,268	12,268	1%	98.00	
124.00		Bank Interest	91		-27%	-33.00	2020/2021 - Lower Interest rate and moved to online banking so no interes on the current account 2020/2021 - VAT reciaim from previous
-		VAT repayment	1,382		100%	1,382.00	year sent 02/04/2020 so credit came into bank balance June 2020 onwards 2020/2021 - Decrease in hire usage -
1,270.00		Village Hall	120		-91%	-1,150.00	due to Covid 19
-		Wayleave	4		100%	4.00	2020/2021 -Wayleave paid this year
0.00		Sundries	-		0%		
5,969.00		S106	4,766		-20%	-1,203.00	2019/2020 larger project using \$106 monies; 2020/2021 less \$106 projects carried out
4,391.00		Worldham Community Benefit Fund	4,499		2%	107.82	
150.00		Other	10,000	£21,060	6567%	9,850.00	2020/2021 Covid grant received (£10K)
24,074.00	3	Total other receipts	20,862	(£20,862 + plus £198(Transfer of funds as annual defibrillator was paid for out of current acct by mistake)	87%	-3,212.18	
				£6,499.92			
				Gross salary only as per	-1%		
6,800.00	<u></u>	Net Salaries & Allowances	6,716	the updated guidance		-84.08	<i>}</i> ~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
<u> </u>		Pension Contributions	-		-	0.00	(
6,817.62	4	Staff costs	6,715.92	6,499.92	-1%	-101.70	
	<u> </u>	Work at Home allowance		216.00			2020/2021 Decreased mireage ade to
18.00		Travel costs	_		100%	-18.00	Covid and Clerk not charging for additional trips as no more than the once a month I would have travelled fo meetings
-	<u> </u>	Chair's Allowance	20		100%	·····	donation
450.00	<u> </u>				-63%	07.64	2020/2021 - Moved to online payments
156.00	 	Stamps & Stationery	58		0070	-97.64	so less stationary costs 2019/2020 - Denuminitier and Speed
2,732.00		Equpment purchase	113		-96%	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	Indicator Device bough 2020/2021 general small costs only
-	<u> </u>	Section 137 Payments	-		0%	0.00	\$
48.00	<u> </u>	Repairs & maintenance	474		888%	426.00	2020/2021 repairs to laptop

24.00 101.00	Village Hall Water Rates Inspections/septic tank	49 51		105% -50%	2019/2020 - Last quarter being reissued 25.16 as was incorrect so was paid June 2019/2020 - Includes contribution to fire -50.31 inspection St Mary's Church
330.00	Subscriptions & Fees	623		89%	2020/2021 Includes Zoom, domain fees 293.12 and new banking fees
240.00	Audit Fees	440		83%	200.00 costs
700.00	Grant Allocation	600		-14%	2020/2021 - Less grams anocated as less requests - assume due to -100.00 inactivity due to Covid
-	Grass cutting	150		100%	2019/2020 grass cuttings was not 150.00 budgeted 2020/2021 SDNPA S106 money
_	S106	1,538		100%	1,538.00 awarded 2020/2021 - Includes timber & repairs
1,126.00	Playground Maintenance	1,944		73%	817.90 to Multiplay unit and Covid wash down
-	Training	155		-	2020/2021 - Includes training for new 154.93 clerk and new councillors 2019/2020 - Administration of elections
120.00	Election costs	-		-100%	held on 2 May 2019 2020/2021 - No -120.00 elections
1,104.00	Insurance	1,377		25%	2020/2021 - Increase cover due to SID 273.00 and village gateways added to register
-	Other expenses	-		0%	0.00
922.00	VAT on payments	987		7%	64.97
12,841.30	Worldham Community Benefit Fund	798.00		-94%	2019/2020 - Included Community -12,043.30 Funded Traffic Improvements
21,663.00	6 Total Other Payments	17,890.70	£11390.70 Total all other payments (minus Gross salary but including Working at home allowance)	-17%	-3,772.30

RECEIPTS & PAYMENTS SUMMARY

Balance brought forward 1/4/2020	23,206
Add Total Receipts (as above)	20,862
Less Total Payments (as above)	17,891
LESS CHEQUE NO.75 -	
(Transfer of funds as	
annual defibrillator was	
paid for out of current	
acct by mistake)	198

Balance carried forward 31/3/2021

26,375

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	10,000			Earmarked for improvements to the village Hall
Worldham Community Benefit Fund	9876.43			Earmarked for community grants programme
		19876.43	<u>_</u>	
		190/0.43	•	
General reserve	18766.29		_	
		18766.29		_
Total reserves (must agree to Box 7)			38642.72	<u>2</u> =