

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:** 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				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	23,206	38,643				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	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	2020/2021 - Lower interest rate and moved to online banking so no interest on the current account
124.00		Bank Interest			91			-27%	-33.00	2020/2021 - VAT reclaim from previous year sent 02/04/2020 so credit came into bank balance June 2020 onwards
-		VAT repayment			1,382			100%	1,382.00	2020/2021 - Decrease in hire usage - due to Covid 19
1,270.00		Village Hall			120			-91%	-1,150.00	2020/2021 - Wayleave paid this year
-		Wayleave			4			100%	4.00	
0.00		Sundries			-			0%		2019/2020 larger project using S106 monies; 2020/2021 less S106 projects carried out
5,969.00		S106			4,766			-20%	-1,203.00	
4,391.00		Worldham Community Benefit Fund			4,499			2%	107.82	
150.00		Other			10,000			6567%	9,850.00	2020/2021 Covid grant received (£10K)
24,074.00	3	Total other receipts			20,862	£21,060 (£20,862 + plus £198(Transfer of funds as annual defibrillator was paid for out of current acct by mistake))		87%	-3,212.18	
6,800.00		Net Salaries & Allowances			6,716	£6,499.92 Gross salary only as per the updated guidance		-1%	-84.08	
-		Pension Contributions			-			-	0.00	
6,817.62	4	Staff costs			6,715.92	6,499.92		-1%	-101.70	
		Work at Home allowance				216.00				
18.00		Travel costs			-			100%	-18.00	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
-		Chair's Allowance			20			100%	20.00	donation
156.00		Stamps & Stationery			58			-63%	-97.64	2020/2021 - Moved to online payments so less stationary costs
2,732.00		Equipment purchase			113			-96%	-2,619.00	2019/2020 - Denominator and speed Indicator Device bough 2020/2021 general small costs only
-		Section 137 Payments			-			0%	0.00	
48.00		Repairs & maintenance			474			888%	426.00	2020/2021 repairs to laptop

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	
General reserve	18766.29	18766.29	
Total reserves (must agree to Box 7)			38642.72