

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			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 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	on prev yr	on prev yr	Explanation of variances (differences over 15%)
12,170.00	2	Precept			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 interest on the current account
-		VAT repayment			1,382	100%	1,382.00	2020/2021 - VAT reclaim from previous year sent 02/04/2020 so credit came into bank balance June 2020 onwards
1,270.00		Village Hall			120	-91%	-1,150.00	2020/2021 - Decrease in hire usage - 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 S106 monies; 2020/2021 less S106 projects carried out
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			33,130	138%	9,055.82	
6,800.00		Net Salaries & Allowances			6,716	-1%	-84.08	
-		Pension Contributions			-	-	0.00	
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
6,817.62	4	Staff costs			6,715.92	-1%	-101.70	
-		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

1,202.00		Village Hall Electricity		1,798	50%	596.00	Payment for 2019/2020 was paid in April 2020 and meter reading also submitted so should be credit in 2021/2022
24.00		Village Hall Water Rates		49	105%	25.16	2019/2020 - Last quarter being reissued as was incorrect so was paid June
101.00		Inspections/septic tank		51	-50%	-50.31	2019/2020 - Includes contribution to fire inspection St Mary's Church
330.00		Subscriptions & Fees		623	89%	293.12	2020/2021 Includes Zoom, domain fees and new banking fees
240.00		Audit Fees		440	83%	200.00	costs
700.00		Grant Allocation		600	-14%	-100.00	2020/2021 - Less grants allocated as less requests - assume due to inactivity due to Covid
-		Grass cutting		150	100%	150.00	2019/2020 grass cuttings was not budgeted
-		S106		1,538	100%	1,538.00	2020/2021 SDNPA S106 money awarded
1,126.00		Playground Maintenance		1,944	73%	817.90	2020/2021 - Includes timber & repairs to Multiplay unit and Covid wash down
-		Training		155	-	154.93	2020/2021 - Includes training for new clerk and new councillors
120.00		Election costs		-	-100%	-120.00	2019/2020 - Administration of elections held on 2 May 2019 2020/2021 - No elections
1,104.00		Insurance		1,377	25%	273.00	2020/2021 - Increase cover due to SID 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%	-12,043.30	2019/2020 - Included Community Funded Traffic Improvements
21,663.00	6	Total Other Payments		17,890.70	-17%	-3,772.30	

RECEIPTS & PAYMENTS SUMMARY

Balance brought forward 1/4/2020	23,206
Add Total Receipts (as above)	33,130
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

- 8 **Balance** carried forward 31/3/2021

38,643

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
		<u>19876.43</u>	
General reserve	18766.29	<u>18766.29</u>	
Total reserves (must agree to Box 7)			<u><u>38642.72</u></u>