

Explanation of variances – pro forma

Name of smaller authority: **DRAYTON PARSLow PARISH COUNCIL**
 County area (local councils and): **BUCKINGHAMSHIRE**

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).

	2019/20 £	2020/21 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	49,296	61,754				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	33,650	35,750	2,100	6.24%	NO		
3 Total Other Receipts	107,218	5,944	-101,274	94.46%	YES		2019/20 £20,060 Reclaimable VAT; Grants Received: £13,106 O/door Gym; £70,208 Traffic Calming £1,195 NHB/traffic calming; £840 Neighbourhood Plan; vs 2020/21 £1,793 Reclaimable VAT; £2,430 refund on legal fees; No grants received
4 Staff Costs	3,724	4,669	945	25.38%	YES		2019/20: No clerk in place for 3 months.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	124,686	15,170	-109,516	87.83%	YES		2019/20: BT - 5 quarters' bills; Admin expenses/MVAS service/2 laptops purchased £906; Increased electricity streetlighting charges £621; Upgraded CCTV cameras £2,055; Reduced Legal costs (£2,274); Additional NP costs £469; Outdoor Gym installed £13,120; Traffic Calming project costs £71,404; VAT £16,874
7 Balances Carried Forward	61,754	83,609			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS	
8 Total Cash and Short Term Investments	0	0				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	193,891	193,891	0	0.00%	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

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:			
Reserve 1	8000		Mower replacement fund
Reserve 2	7000		Street lighting replacement
Reserve 3	5000		Cluster services
Reserve 4	1500		Cluster equipment
Reserve 5	2000		Cricket pitch contingency
Reserve 6	2000		MUGA refurb
Reserve 7	6000		MUGA resurface
Reserve 8	1500		Legal costs for rec lease renewal
Reserve 9	6000		Upper rec access repair
Reserve 10	1832		Neighbourhood plan
Reserve 11	42777		UNALLOCATED
		83609	
General reserve		0	
Total reserves (must agree to Box 7)		<u>83609</u>	