

Explanation of variances – pro forma

Name of smaller authority: **Aberford & District Parish Council**
County area (local councils and parish meetings only):

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).

	2018/19 £	2019/20 £	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	32,248	29,679				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	16,550	21,000	4,450	26.89%	YES		Budget for 2019/20 included £3k for Election Costs as City Council no longer able to pay for full amount if election required (May 2019). Neighbourhood Plan budget increased by £4k (external funding acquired previously but the maximum amount has been claimed. Some general reserves also used in 2018/19). Precept increased to help cover these items (remainder available in general reserves).
3 Total Other Receipts	11,982	4,127	-7,855	65.56%	YES		Two VAT refunds received (total £5,143) in 2018/19 (none in 2019/20); Two grants totalling £1,376 received in 2018/19 for a new bus shelter. Three donations totalling £1,402 received from residents in 2018/19 for three new memorial benches in the village.
4 Staff Costs	4,560	2,691	-1,869	42.96%	YES		Clerk on maternity leave for five months (no pay from Parish Council); locum clerk had a volunteer contract and received no salary (expenses and mileage costs only were re-imbursed) at her request.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	26,541	16,490	-10,051	37.87%	YES		Neighbourhood Plan costs were £1,700 higher in 2018/19 than 2019/20; Consultant fees re Leeds Site Allocations Plan and proposed site for large housing site in the parish amounted to £3,264 in 2018/19 (none in 2019/20); Output VAT was £1,617 higher in 2018/19 than 2019/20; Cost to Parish Council for the bus shelter purchased in 2018/19 (after grants) was £641; Christmas lights for 2017 weren't invoiced by Leeds City Council until July 2018 - £1,160; New gates for playground purchased 2018/19 for £858. Various other minor variances (under £200 each) account for the remainder of the variance.
7 Balances Carried Forward	29,679	35,715			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	29,679	35,715				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	132,548	132,966	438	0.33%	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