

Explanation of variances – pro forma

Name of smaller authority:

Ardleigh Parish

County area (local councils and

Essex

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	127,665	139,222				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	36,390	39,400	3,010	8.27%	NO		
3 Total Other Receipts	115,981	59,263	-56,718	48.90%	YES		2019-20 had exceptionally high grant income (and associated expenditure) including £54,419 for Village Hall refurbishment, £17,845 for play equipment and £6,466 for CCTV. In 2018-19 the total receipts were £52,252 so the variance over two years is around 13%. The 'other receipts' this year include £21,475 for burial fees, £25,807 in grants (including a £10,000 government business support grant for the Cemetery and around £6000 for the Neighbourhood Plan) and £7312 from the Village hall to reimburse the Caretaker's salary.
4 Staff Costs	12,090	27,587	15,497	128.18%	YES		The Village Hall caretaker has been employed by the Parish Council since March 2020 with the salary costs repaid by the Village hall. This accounts for around £7312 of the variance. The remaining £8,185 was additional pay for the Clerk- details below. The agreed budget increased the paid hours available to the Clerk to 18 per week. The Clerk worked additional hours (with Council agreement) throughout the year, due to increased activity-particularly arising from the pandemic and work on the Neighbourhood Plan. There was a pay increase from January 2021 when the post was upgraded and contracted hours increased from 12 to 20 going forward. A Deputy Clerk will be appointed for April 2021 and salaries for 2021-22 are budgeted to be higher than the outturn for 2020-21
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	128,724	56,630	-72,094	56.01%	YES		The payments for 2019-20 were inflated due to the additional activity funded from grant income mentioned in 3 above. Some activities were curtailed because of COVID. £6,664 was spent on work towards a Neighbourhood plan (grant funding covered £6460 of this). overall spending in this category is down on 2018-19 when it totalled £67,249 a variance of 16% over the two years.
7 Balances Carried Forward	139,222	153,668				VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	See reserves tab. New reserves policy agreed during the year.
8 Total Cash and Short Term Investments	139,222	153,668				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	189,477	187,407	-2,070	1.09%	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