

Explanation of variances – pro forma

Name of smaller authority: **Slapton Parish Council**

County area (local councils and parish meetings only): **Devon**

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 (must include narrative and supporting figures)
1 Balances Brought Forward	25,724	Restated 27,028				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,275	9,275	0	0.00%	NO		
3 Total Other Receipts	1,433	2,064	631	44.03%	YES		£500 SHDC Defibrillator Grant
4 Staff Costs	2,394	3,276	882	36.84%	YES		168.19 Overtime Hours (Pandemic Management, Special Village Projects Management) Refer clerks time recording sheet for detailed analysis).
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	7,010	12,550	5,540	79.03%	YES		Unbudgeted expenditure/New Council from Reserve funds: Replacement Village Defibrillator £1824, Brookings Hire - Special village cleaning projects and Village Mowing - new contract/additional village clearance works £2488 over, Chairs Laptop and printer Assett Investment £760.
7 Balances Carried Forward	27,028	22,541	158			VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	The PC Holds 1 years precept reserves £9180 for emergencies eg pandemic support, holds £2345 ringfenced to sports club grants, £2910 ringfenced for the clerks Cilca exam and overtime support and £12K for Ringfence village footpath repairs and speed management tools.
8 Total Cash and Short Term Investments	27,028	Restated 22,699				VARIANCE EXPLANATION NOT REQUIRED	31/3/20. The PC wish to restate the value of assets and cash to £22,698.71 as unable to trace and believe to be from 2017-18 previous chair /clerk. This approach has been cleared by the internal auditor Alison
9 Total Fixed Assets plus Other Long Term Investments and	9,750	10,613	863	8.85%	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