

Explanation of variances – pro forma

Name of smaller authority: **PAPPLEWICK PARISH COUNCIL**

County area (local councils and parish meetings only):

Insert figures from Section 1 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).

	2017/18 £	2018/19 £	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)
2 Precept or Rates and Levies	10,062	11,880	1,818	18.07%	YES		Budget increases: NALC subscription £10, Grass cutting on Church Lane £10, Insurance £44.67, Essential tree works £600, Grass cutting on Playing field £400, Clerk salary £128, Village Improvements Scheme £1,000. Total increases = £2,192.67. New budgets: Best Kept Village Competition £6,000, Budget reductions: Play day budget £160, website budget £35, Stationery/Admin £20, Travel costs £30, Audit fees £100, Training £85, local plan £200. Total reductions = £630. Exclusion of excess costs to ensure the Precept is divisible by 9 = £249.33. Total increase: £1,818.00. A full explanation of these increases are available in the November 2018 Financial Meeting Minutes which are available to view on the website www.papplewick.org
3 Total Other Receipts	19,967	8,717	-11,250	56.34%	YES		Grant aid from GBC in 2017/18 £256, there was a grant for the Neighbourhood Plan in 2017/18 and not in 2018/19 £3820, donations from GBC in 2017/18 and not in 2018/19 £450, there was a NALC claim for transparency fund in 2017/18 and not in 2018/19 £115, there was playday donations of £66.02 in 2017/18 and not in 2018/19 due to no event. RBL poppy donations from residents in 2017/18 and not in 2018/19 £42.00. PLLEG Donation in 2017/18 and not in 2018/19 due to group being disbanded £5,000, VAT Reclaim in 2017/18 £218.25, donation for cycle paths in 2017/18 and not in 2018/19 £10,000. TOTAL £19,967.27. Grant aid from GBC in 2018/19 reduced to £170, VAT reclaim in 2018/19 £782.64, a donation from Papplewick Environment and Community Fund in 2018/19 and not in 2017/18 £6151.25. Donation from Bonfire Event in 2018/19 and not in 2017/18 1613.47. Total £8,717.36. Total difference in receipts from 2017/18 and 2018/19 = £11,249.91
4 Staff Costs	4,414	4,651	237	5.37%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	12,561	14,603	2,042	16.26%	YES		Increase in VAT Reclaims in 2018/19 £1,555.87, increase in donations in 2018/19 £590 due to donations to Papplewick Village Fayre Group and to the RBL for 2 silent soldier silhouettes and lamp post poppies. Increase in Subs due to increase in NALC and Parish Online increases £19.12. Increase to website maintenance in 2018/19 £16.67. Increase to grass cutting on the playing field due to change of contractor and increase in cuts £436. Increase in maintenance & inspection of the playing field in 2018/19 due to necessary repairs to the playground surface £1,697.48. Increase in Stationery/admin due to purchasing an Arnold Baker Council book, and the addition of the ICO Data Protection Fee £106.40. Increase in external audit fees due to the PC requiring a Limited Assurance Audit £93.25. Village Improvements increase due to installation of a dropped kerb, purchase of a new bin at Hall Lane, new noticeboard on the playing field and a dog waste bag dispenser £4,466.17. Contribution towards the cost of fireworks for the bonfire event in 2018/19 £500.00. Installation of war memorial on the playing field in 2018/19 £300. Addition of Chairman allowance in 2018/19 £25.00. Best kept Village competition £5.00. Total: £9,810.96. There was a reduction in 2018/19 for church lane grass cutting £2.50 and reduction to the insurance £233.60. Reduction in Newsletter in 2018/19 £61.00, reduction in travel £5.76 and a reduction in miscellaneous items £156.00. Payments in 2017/18 and not in 2018/19 include training £115 and neighbourhood plan costs £7,194.83. Total difference: £2,042
7 Balances Carried Forward	47,247	48,590				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	47,247	48,590				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and As	111,752	111,947	195	0.17%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

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:			
Play Equipment	15939		
Trees Maintenance	6000		
Cycle Path	10,000		
Papplewick Envir. & Comm. Fund	6151.25		
Removing unauthorised occupants from PC Land	3,000		
Reserve 6			
Reserve 7			
		<hr/>	
		41090.25	
General reserve	7499.75	<hr/>	
		7499.75	
Total reserves (must agree to Box 7)		<hr/>	<hr/> 48590