

Explanation of variances – pro forma

Name of smaller authority: **Polsted Parish Council**
 County area (local councils and parish meetings only): **SUFFOLK**

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?	Explanation																																													
	£	£	£	%		Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES																																													
1 Balances Brought Forward	28,916	30,430				Explanation of % variance from PY opening balance not required - Balance brought forward agrees																																													
2 Precept or Rates and Levies	18,302	18,688	386	2.00%	NO																																														
3 Total Other Receipts	1,420	11,569	10,149	714.72%	YES	<table border="1"> <thead> <tr> <th></th> <th>2018 / 2019</th> <th>2019 / 2020</th> </tr> </thead> <tbody> <tr> <td>Receipts</td> <td></td> <td></td> </tr> <tr> <td>Bank Interest</td> <td>£6.84</td> <td>£8.15</td> </tr> <tr> <td>Recycling</td> <td>£0.00</td> <td>£0.00</td> </tr> <tr> <td>Grants</td> <td>£194.32</td> <td>£1,294.32</td> </tr> <tr> <td>Allocation Rent</td> <td>£104.40</td> <td>£105.00</td> </tr> <tr> <td>W/leave</td> <td>£20.75</td> <td>£20.75</td> </tr> <tr> <td>CIL</td> <td>£0.00</td> <td>£9,129.43</td> </tr> <tr> <td>VAT Repayment</td> <td>£1,093.98</td> <td>£1,013.01</td> </tr> <tr> <td></td> <td>£1,420.09</td> <td>£11,568.66</td> </tr> </tbody> </table>		2018 / 2019	2019 / 2020	Receipts			Bank Interest	£6.84	£8.15	Recycling	£0.00	£0.00	Grants	£194.32	£1,294.32	Allocation Rent	£104.40	£105.00	W/leave	£20.75	£20.75	CIL	£0.00	£9,129.43	VAT Repayment	£1,093.98	£1,013.01		£1,420.09	£11,568.66															
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4 Staff Costs	4,390	4,421	31	0.71%	NO																																														
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO																																														
6 All Other Payments	11,818	14,216	2,397	20.28%	YES	<table border="1"> <thead> <tr> <th></th> <th>2018 / 2019</th> <th>2019 / 2020</th> </tr> </thead> <tbody> <tr> <td>Payments</td> <td></td> <td></td> </tr> <tr> <td>Admin</td> <td>£1,387.01</td> <td>£1,989.75</td> </tr> <tr> <td>Insurance</td> <td>£491.89</td> <td>£505.15</td> </tr> <tr> <td>Audit/Inspections</td> <td>£328.00</td> <td>£328.00</td> </tr> <tr> <td>Donations</td> <td>£289.52</td> <td>£340.00</td> </tr> <tr> <td>Dog & Litter Bins</td> <td>£815.04</td> <td>£749.00</td> </tr> <tr> <td>Footpaths</td> <td>£1,725.00</td> <td>£2,358.00</td> </tr> <tr> <td>Grass Cutting</td> <td>£2,473.40</td> <td>£2,526.70</td> </tr> <tr> <td>Maintenance</td> <td>£991.00</td> <td>£769.78</td> </tr> <tr> <td>Village Hall</td> <td>£965.00</td> <td>£0.00</td> </tr> <tr> <td>Projects</td> <td>£810.58</td> <td>£1,128.19</td> </tr> <tr> <td>CIL</td> <td>£520.00</td> <td>£1,553.67</td> </tr> <tr> <td>VAT Paid</td> <td>£1,013.01</td> <td>£1,458.49</td> </tr> <tr> <td></td> <td>£11,819.25</td> <td>£14,214.73</td> </tr> </tbody> </table> <p>VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES</p>		2018 / 2019	2019 / 2020	Payments			Admin	£1,387.01	£1,989.75	Insurance	£491.89	£505.15	Audit/Inspections	£328.00	£328.00	Donations	£289.52	£340.00	Dog & Litter Bins	£815.04	£749.00	Footpaths	£1,725.00	£2,358.00	Grass Cutting	£2,473.40	£2,526.70	Maintenance	£991.00	£769.78	Village Hall	£965.00	£0.00	Projects	£810.58	£1,128.19	CIL	£520.00	£1,553.67	VAT Paid	£1,013.01	£1,458.49		£11,819.25	£14,214.73
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7 Balances Carried Forward	30,430	42,031			YES																																														
8 Total Cash and Short Term Investments	30,430	42,031				VARIANCE EXPLANATION NOT REQUIRED																																													
9 Total Fixed Assets plus Other Long Term Investments and	55,638	56,115	477	0.86%	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

	£	£	£
Earmarked reserves:			
Asset Replacement	11000		
Play Equipment	6000		
CIL	9618		
Election Costs	2000		
			28618
General reserve	13413		
			13413
Total reserves (must agree to Box 7)			42031