

Explanation of variances – pro forma

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

County area (local councils and): **East Devon District Council**

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).

	2018/29	2019/20	Variance	Variance	Explanation	Automatic responses trigger below based on figures input. DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
	£	£	£	%	Required?		
1 Balances Brought Forward	8,981	7,336					
2 Precept or Rates and Levies	6,249	6,590	341	5.46%	NO		
3 Total Other Receipts	10,981	9,832	-1,149	10.46%	NO		
4 Staff Costs	2,175	2,888	713	32.78%	YES		Clerk's hours increased from an average of 20 hours per month to an average of 30 hours per month with effect from August 2019. Figures cover 3 months at 20 hours and 9 months at 30 hours
5 Loan Interest/Capital Repayment			0	0.00%	NO		
6 All Other Payments	16,700	4,585	-12,115	72.54%	YES		Footpath project completed in 2018/19 and no large projects undertaken in 2019/2020
7 Balances Carried Forward	7,336	16,285			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	Figures on reserves tab. S106 refund plus CIL payments received in 2019/20 and being held over to next year towards 2020/21 project of refurbishing the playing fields. Tale Bus Shelter and Barrow Road speed issue projects - funds expected to be spent next financial year.
8 Total Cash and Short Term Investments	8,288	16,284				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	115,000	115,000	0	0.00%	NO		
10 Total Borrowings			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 year end:

	£	£	£
Earmarked reserves:			
Reserve 1	8500		Project 1906 - Playing field refurbishment (mainly S106 funds and CIL payments)
Reserve 2	2000		Project 1904 - Tale Bus Shelter (funds raised in 2018/19 precept)
Reserve 3	1700		Project 1907 - Barrow Road Speed Issue
Reserve 4	50		Project 1708 - Payhembury sign flowers
Reserve 5	579		Administration and running costs carried forward
Reserve 6			
Reserve 7			
		12829	
General reserve	3455		
		3455	
Total reserves (must agree to Box 7)			16284