

Explanation of variances – pro forma

Name of smaller authority: **Walberswick 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);
- **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 (must include narrative and supporting figures)
1 Balances Brought Forward	29,464	40,980				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	27,000	25,000	-2,000	7.41%	NO		
3 Total Other Receipts	20,803	7,665	-13,138	63.15%	YES		The original amount of £22,001 for 2019/20 was restated as £20,803 following the recommendation made in the External Audit Report for 2019/20. £15,805 was received in 2019/20 in favour of the renovations of the Heritage Hut.
4 Staff Costs	8,488	6,796	-1,692	19.93%	YES		The original amount of £9,441 for 2019/20 was decreased by £953 and restated as £8,488 to exclude the indirect staff costs which are no longer permitted to be included in Box 4. In correspondence to PKF Littlejohn LLP in October 2020, just prior to the issue of the External Audit Report for 2019/20, the Council confirmed its previous actions leading to staff costs savings and looked forward to maintaining reduced staff costs in 2020/21. The Council has therefore continued to manage its staff costs this year making further savings of £1,692.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	27,799	37,274	9,475	34.08%	YES		The original amount of £28,044 for 2019/20 was restated as a working amount of £26,846 following the recommendation made in the External Audit Report for 2019/20. The restated working amount of £26,846 was then increased by £953 to £27,799 to include the indirect staff costs which are no longer permitted to be included in Box 4. External Audit fees of £14,058 relating to 2017/18 were paid this year following a dispute.
7 Balances Carried Forward	40,980	29,575			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	40,980	29,575				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	52,152	53,671	1,519	2.91%	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