

Explanation of variances – pro forma

Name of smaller authority:

Mary Tavy Parish Council

County area:

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);
- Now from 2020/21 onwards:** 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).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	26,692	29,951					Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	16,689	16,689	0	0.00%	NO		
3 Total Other Receipts	1,979	3,756	1,777	89.79%	YES		More income generated from the parish cemetery due to a combination of a rise in fees chargeable and more business than the previous financial year = £2,218 Minus less VAT to reclaim than the previous financial year = (-£142) Minus less grant money received than the previous financial year = (-£294) Minus less bank interest received than the previous financial year = (-£5) Total amount explained = £1,777
4 Staff Costs	6,550	8,325	1,775	27.10%	YES		Clerk received an additional eight paid hours per month throughout the financial year to work towards the CiLCA qualification (only received for three months of the previous financial year) = £645 Salary point increment for the clerk for another year's continuous service = £138 Increase in clerk's hours = £964 Overtime for burial clerk duties = £132 Increase in Employers' National Insurance contributions in comparison with the previous financial year = £7 Minus payroll provider's cost included in staff costs in 2020/21 but not in 2021/22 = (-£120) Total amount explained = £1,766. Leaves £9 unexplained.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,859	10,930	2,071	23.38%	YES		Purchase of a Vehicle Activated Sign and accessories (solar panel + stand-off sign bracket) = £2,459 Increase in annual cost for the dog bin emptying service provided by West Devon Borough Council = £243 More money spent on VAT (to reclaim next year) than the previous financial year = £678 Increased audit cost = £170 Increased cost for meeting room hire = £8 Increased cost for insurance cover = £9 Website domain name renewal, paid in 2021/22 but not in the previous financial year (due for renewal every two years) = £21 Minus less grants awarded than the previous financial year = (-£1,400) Minus less money spent on a parish lengthsmen service than the previous financial year (-£115) Total amount explained = £2,073. £2 surplus unexplained.
7 Balances Carried Forward	29,951	31,141			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	29,951	31,141				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	28,619	31,080	2,461	8.60%	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