

Explanation of variances – pro forma

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

County area (local councils and **Wiltshire**)

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).

	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)
1 Balances Brought Forward	11,574	14,262					
2 Precept or Rates and Levies	13,256	17,895	4,639	35.00%	YES		Increase due to a highways budget of £2,000 put in Precept for 1st time. Clerks hours increased from 9-12 hours a week from Dec 2017 (not budgeted for in 2017-18), so salary budget increased by £1685. IT/website budget of £450 put in Precept for 1st time to cover extra costs incurred with GDPR compliance and possible website update. Rights of Way budget of £50 and CLT membership new budget headings. Contingency budget increased by £500. Plus a few minor increases in some of the budget headings and a reduction in others.
3 Total Other Receipts	3,288	10,163	6,875	209.09%	YES		A grant for £7,300 given by The Groundworks Trust for Neighbourhood Plan preparation. £400 grant from the Melksham Area Board to help purchase a commemorative bench. £846 of donations and prize money, meant that income was alot more than previous year.
4 Staff Costs	5,674	7,138	1,464	25.80%	YES		Clerk Salary was increased from 9 hours to 12 hours per week. This begun in December 2017, but had not been budgeted for in 2017-18 Precept. It was budgeted for in 2018-19 hence the larger increase in the Precept to £6,080. But hadn't included NALC salary increases from 1st April 2018, so actual spend slightly over Precept combined salary and office running budget by £183
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,182	23,663	15,481	189.21%	YES		Highway costs of £7,432 for road safety improvements at Bell Hill and Church Crossing. No highway costs in 2017-18 financial year. Neighbourhood Plan work cost £8,928 in 2018-19 compared to £2165 in 2017-18 (£8928-£2165 = £6763). £600 contribution given to West Wilts Ramblers for kissing gates. Purchase of commemorative bench £218. And Seend CLT set up support £444. Added up these additional costs amount to: £15,457.
7 Balances Carried Forward	14,262	11,519			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	13,951	10,014				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	19,426	21,551	2,125	10.94%	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