

Explanation of variances – pro forma

Name of smaller authority: **Tilney St Lawrence Parish Council**

County area: **Borough of King's Lynn & West Norfolk**

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 (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	23,460	18,118				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	18,143	20,185	2,042	11.26%	NO		
3 Total Other Receipts	3,929	8,271	4,342	110.51%	YES		A Public Works Loan Board Loan for £5,385.00 was received in October 2018 to finance the upgrade of the Council's CCTV system. The annual contribution to grass cutting received from the Village Hall committee of £310 for 2018/19 was received in the 2017/18 financial year leading to a £720 reduction in 2018/19. For 2018/19 the Council Tax Support grant provided through the Borough Council was reduced by £345.00. In total this leaves an unexplained variance of £22 (0.56%).
4 Staff Costs	5,147	6,365	1,218	23.67%	YES		Following a job evaluation undertaken by the chairman and vice-chairman, the clerks' pay scale was increased from SCP18 to SCP25 on the NJC Local Government Pay Scales providing an annual increase of £1,346. In total this leaves an unexplained variance of -£128 (2.48%) relating to increased tax, national insurance and timing.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	22,267	18,733	-3,534	15.87%	YES		
7 Balances Carried Forward	18,118	21,476			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	18,118	21,476				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	59,452	63,214	3,762	6.33%	NO		
10 Total Borrowings	0	5,410	5,410	++	YES		A PWLB loan of £5,385 plus admin fee of £25 was taken out by the Council in 2018/19 to finance the purchase of new CCTV equipment. There is no remaining unexplained variance.

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)