

Explanation of variances – pro forma

Name of smaller authority: **Aldcliffe with Stodday Parish Council** Lancashire
 County area (local councils and parish meetings only):

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).

	2018/19	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	3,327	10,516					
2 Precept or Rates and Levies	3,600	5,200	1,600	44.44%	YES		The Parish Council undertook its first comprehensive budget exercise in 2019, the result being a higher precept for 2019/20 than that previously set. The previous precept was at the initial level recommended by the City Council on the inception of the Parish Council in May 2017.
3 Total Other Receipts	6,303	369	-5,934	94.15%	YES		Receipts in 2018/19 include Neighbourhood Planning grant funding (£3,000) and donation from a local Residents' Association (£3,019)
4 Staff Costs	1,190	2,145	955	80.25%	YES		During the year the Parish Council resolved to hold monthly meetings as opposed to bi-monthly and increased the Clerk's contracted hours as a result. The Parish Clerk has also been required to provide support to the Parish's Neighbourhood Plan project at a cost of £404.
5 Loan Interest/Capital Repayment	0	0	0	100.00%	YES	Explanation not required, difference less than £200	
6 All Other Payments	1,524	8,105	6,581	431.82%	YES		Additional payments in 2019/20 include: A full year's contracted work by the Lengthsman (£2,115); Consultancy fees on the Neighbourhood Plan project (£3,420); Website costs following introduction in December 2018 (£463); and printing and stationery relating to the Neighbourhood Plan project (£313).
7 Balances Carried Forward	10,516	5,835			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	10,516	5,835			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	0	0	0	0.00%	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

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