

Explanation of variances – pro forma

MRS SUE BOND of SEEND PARISH COUNCIL, WILTSHIRE

Please provide **full explanations, including numerical values**, for the following:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- a breakdown of approved reserves if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

Section 2	2016/17 £	2017/18 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)
Box 2 <i>Precept or Rates and Levies</i>	£12,141 (Restated)	£13,256	£1,115	9.18%	No explanation needed
Box 3 <i>Total other receipts</i>	£1,596 (Restated)	£3,288	£1,692	106.02%	In 2017-18 we received a grant from The Groundworks Trust for the preparation of the Neighbourhood Plan of £1,700 which is the reason why the income is more than in 2016-17.
Box 4 <i>Staff costs</i>	£5,150	£5,674	£524	10.17%	No explanation needed, but for clarification, the Clerks hours were increased from 9 to 12 hours per week from 1 st December 2017.
Box 5 <i>Loan interest/ capital repayments</i>	0	0	0	0	Not applicable
Box 6 <i>All other payments</i>	£10,570	£8,182	£2,388	-22.59%	In 2016-17 there was an overspend in the staff costs of £525 because of the two month transition period between the new and retiring clerk when two salaries were paid. We also paid for the installation of the VAS which had not been budgeted for, and an overspend from contingency budget In 2017-18, there has been less expenditure because money earmarked for Neighbourhood Plan preparation has not yet been spent. The bulk of the costs occur towards the end of the preparations. It was also expected that we would be paying for the church crossing around £2,000, but this work has been carried over into new financial year.
Box 9 <i>Total fixed assets & long term investments & assets</i>	£18,327	£19,426	£1,099	6%	No explanation needed, but for clarification, a second defibrillator was bought during this financial year adding £1,099 to the value of our fixed assets.
Box 10 <i>Total borrowing</i>	0	0	0	0	Not applicable

Explanation for 'high' reserves	Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end: Box 2 = £13,256 Box 7 = £14,262 Variance = £1,006 No Explanation required
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