

Explanation of variances – pro forma

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

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).

	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	14,066	18,029				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	11,061	11,393	332	3.00%	NO		
3 Total Other Receipts	485	686	221	47.53%	YES		In 2018 - 2019 the Parish Council awarded Mayfield Recreational Sports Association a retrospective grant of £700.00 for 2017 - 2018. The MRA has not spent the money and asked if they could defer it to 2019 - 2020, the Parish Council agreed, and this was noted in the July 2018 Minutes.
4 Staff Costs	3,040	3,540	500	16.45%	YES		The Clerk's was awarded an additional 3 hours from January 2018 from 18 to 21 hours due to the increased workload. In addition their hourly rate of pay increased in line with NALC guidelines from April 2018. The litter picker's hourly rate of pay increased in line with minimum wage requirements in August 2018, and they were awarded an additional increase in January 2019, above minimum wage.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,523	3,173	-1,350	29.85%	YES		
7 Balances Carried Forward	18,029	23,395				VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	See Box 3 for explanation
8 Total Cash and Short Term Investments	18,029	23,395				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments a	13,313	14,039	726	5.45%	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