

Explanation of variances – pro forma

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

County area (local councils and): **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).

	2018/19 £	2019/20 £	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	39,235	40,959				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	17,000	53,595	36,595	215.26%	YES	For many years the Council's precept had been set at a rate which didn't even cover the Clerk's salary. The increased precept covered a balanced budget, including some capital expenditure that the Council wished to achieve in the year, plus replenishing reserves used in previous years.	
3 Total Other Receipts	59,038	52,057	-6,981	11.82%	NO		
4 Staff Costs	20,888	33,670	12,782	61.19%	YES	The Council's Clerk was off sick for six months on contractual full then half pay and a locum was paid during this time.	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	53,426	81,516	28,090	52.58%	YES	Significant additional costs in 2019/20 included £6,750 more for the burial ground; £10,300 spent on an outdoor gym; £5,000 on village gateways; £1,400 on a speed monitoring machine; and repaying the £5,000 Community Land Trust money to that organisation, which was resting in Hemsby's	
7 Balances Carried Forward	40,959	31,425			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	40,959	31,425				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Reserves	789,363	1,061,605	272,242	34.49%	YES	Full review of insurance value of all assets showed that the Council was under-insured - review carried out April 2020.	
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable