

Explanation of variances – pro forma

Name of smaller authority: [REDACTED]

County area (local councils and parish meetings only): [REDACTED]

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);
- **New from 2020/21 onwards:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- 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).

	2021/22 £	2022/23 £	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	794,116	710,374					
2 Precept or Rates and Levies	272,894	282,829	9,935	3.64%	NO		
3 Total Other Receipts	14,107	21,478	7,371	52.25%	YES	increased allotment rent £674, no civic dinner, no income christmas lights, no photocopying (-£1518, -£5516 -£19), sold town Council van £9100, one insurance claimed received £600, overpayment of van insurance and legal fees £146 and increased interest £3904	
4 Staff Costs	106,212	114,398	8,186	7.71%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	264,531	527,330	262,799	99.35%	YES	See attached tab "payments"	
7 Balances Carried Forward	710,374	372,953			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	742,528	376,626				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	251,041	467,583	216,542	86.26%	YES	Purchase of Building £235,000, sold Van £9100, All Flags given out Jubilee event £7704, damaged bin £380, grit bin, £400 and damaged Christmas lights £874	
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)

Explanation for 'high' reserves						
(Please complete the highlighted boxes.)						
Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:						
			£	£	£	
Earmarked reserves:						
Building Rennovation			107500			
New computer purchase			1000			
Election Fees			24000			
Beverley Day Event			10000			
Allotment tap replacement (new)			2220			
Skatepark renovation			41419			
Staff contingecy			7500			
Civic Flag Poles			1500			
Grit Bin Replacement			935			
Floral Displays			5000			
Matched Funding Bev Beck			1500			
Grants			10994			
StreetFurniture			3998			
Cycle Racks			1000			
Town Entry Signs			15000			
Legal Fees			15000			
Matched Funding			7750			
Councill Awards Evening			3000			
Pride Event			300			
Infrastructure Christmas Lights			2000			
New Christmas Lights			5000			
Historic Lamps refurbishment			1000			
Youth work			1000			
				268616		
General reserve			104337			
				104337		
Total reserves (must agree to Box 7)					372953	

Income			
2021/22	2022/23		
6653	7327	674	Income from Allotments
1518	0	-1518	Income Civic
5516	0	-5516	Income Christmas Lights
0	9100	9100	Sale of van
19	0	-19	Income Photocopying
0	146	146	Refunds of legal fees and van
0	600	600	Insurance Claims Received
401	4305	3904	Interest Received
		7371	

2020/21	2021/22			
754	364	-390		Reduced working from home allowance as some staff returning to the office full time.
1118	1240	122		Increased Officer Training and Membership fees
357	60	-297		Less Councillor Training/Conference
55	65	10		Increased officer travel as more visits to allotments
0	775	775		Twinning travel hospitality to support three visits from Japan, Germany and Nogent
600	401	-199		Reduced room hire as committee meeting in Council Chamber
21028	8342	-12686		Utilities increased and payment of outstanding gas bill
3920	4607	687		Insurance increased due to more assets purchased
177	865	688		Repairs to alarm recorder and new screen
5287	5828	541		Storage Rent increase as new Lease in Sept 2022
1039	2012	973		Allotments Upkeep
0	42	42		Allotment Water costs
161	73	-88		Annual rent for Skatepark £73 and no repairs
0	100	100		Plant barrier/brick container repair
0	220	220		Bench repair
50	0	-50		No expense on Town Entry Signs
1674	-118	-1792		New grit bins ordered but there is a delay on stock
0	1000	1000		New litter bins ordered but there is a delay on stock
0	1575	1575		Grit Bin refills - not refilled in 2020/21 due to Covid
8437	10235	1798		Maintenance Contractors Contract
3480	4810	1330		Dog Waste Dispensers Scheme - purchase of bags for dispensers
1278	846	-432		Van sold no costs incurred in relation to the van.
56	0	-56		St John Project was a specific project
759	1069	310		Increased costs on stationery due to staff returning to the office
3047	2191	-856		Decreased costs as using email and less printing
749	1227	478		Increased costs for telephone due to staff returning to the office
65	0	-65		New telephone line installed in 2021/22
643	691	48		Internet Access - renewal of contract
278	150	-128		New deal re staff mobiles
877	727	-150		Reduced postage as using email
2876	4161	1285		Increased subscriptions for training
0	495	495		Publicity and Promotion in Kingfisher Media Guide

4004	2884	-1120		IT support, 365 + back up
1620	1320	-300		Website set up now and reduced costs.
122	208	86		Less events paid for for Mayor
1500	1250	-250		Members Allowances - not all claimed.
0	186	186		Mayor's travel 2021/22
25	30	5		Cleaning Robes
2832	4893	2061		Mones vired into civiic budget to pay for civic event
23565	0	-23565		Election Provision
3432	9738	6306		Legal Expenses increased due to legal advice required
0	460	460		Data Protection SLA
1851	9093	7242		2019/2020 and 2020/21 challenges fees for External Auditor
38	368	330		Increased Bank Charges
420	441	21		Payroll Processing Fees increased mid year
1000	0	-1000		No Great Get Together
0	579	579		Pancake Race event recommenced
0	3286	3286		Historic Lamps re
26282	1531	-24751		Christmas Lights Infracstructure - reduced SLA paid
0	3299	3299		Christmas Lights - new lights purchased
0	350	350		Fees to light Christmas Lights
0	5815	5815		Christmas Lights SLA to erect and take down
23594	20150	-3444		Contract renewed for Floral Displays plants/grow
0	5000	5000		Floral Displays hanging basket
0	4950	4950		Floral displays to water/care
15223	23876	8653		Streetlighting SLA increased costs
34002	0	-34002		CCTV Town new coding
0	1242	1242		CCTV Town - new coding on account software
0	12000	12000		CCTV Monitoring Costs/Upgrade new coding on accounts software
0	6768	6768		Maintenance of CCTV new coding on accounts software
0	561	561		CCTV power new coding on accounts software
0	1151	1151		Vired to SLA Street Lighting and Toilet campaign project not been developed
595	0	-595		Repair to benches
0	235000	235000		Purchase of 93 Wilbert Lane
0	9541	9541		Disbursements re purchase of 93 Wilbert Lane

0	1078	1078		Utilities for 93 Wilbert Lane
0	2695	2695		Surveys for 93 Wilbert Lane
0	589	589		Advertising for Project Manager
18018	47700	29682		Platinum Jubilee expenses for event
0	19580	19580		Partnership Grants Ongoing
23555	9276	-14279		Grants payable to local community
0	2301	2301		Awards Evening
		262799		

Total fixed assets	251041	467583	216542				
				235000			
					9100	Van	
					7704	Jubilee of Flags	
					1254	Disposal of old lights	
					400	Disposal of old barrels	
				235000	18458		216542