

Explanation of variances – pro forma

Name of smaller authority:

STANTONBURY PARISH COUNCIL

County area (local councils and parish meetings only):

Milton Keynes

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:** 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).

	2019/20 £	2020/21 £	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	433,547	547,030					
2 Precept or Rates and Levies	389,602	401,300	11,698	3.00%	NO		
3 Total Other Receipts	86,844	16,524	-70,320	80.97%	YES		We did not make any S106 claims this year compared to the £48,251 S106 in the year 2019/20. We received zero income from Community Projects down by £6,703 due to COVID-19 and Lockdown causing events to be cancelled. Interest rates fell significantly which reduced our interest income from £2,391 last year to £629 this year. Allotment Deposits are now accounted for as a liability not income. Allotment rental income is consistent with previous years. Allotment deposits of £1,390 are held as NCL on the Balance Sheet. Council Tax Grant Income has reduced by £5,357 down to £21,425 (this grant is planned to be phased out in the next couple of years).
4 Staff Costs	165,427	156,748	-8,679	5.25%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	197,536	142,244	-55,292	27.99%	YES		Due to the COVID-19 Pandemic, all planned Community Events did not take place, and many maintenance projects in the public were also cancelled or put on hold, which has been reflected by the increase in our reserves. Parish building maintenance and upgrades eventually managed to take place, but the temporary closure of the Parish Offices with staff working from home also contributed to a reduction in office expenses such as stationery and printing. The Neighbourhood plan was put on hold and the issuing of Community Grants stopped until further notice due to COVID restrictions. Some investment was made on our IT Equipment to enable working from home, and the planned purchase of an additional vehicle went ahead. Some of the unspent budget will be ear-marked in our reserves for specific projects. The Rangers uniform budget was too low and did not allow for winter wear required. Telephone Expenses were over budget due to the addition of mobile phones for Admin Staff to facilitate working from home. IT Support and Maintenance was over budget due to timing differences with invoices and increased services required during the pandemic. Councillor Allowances Budget were not set high enough, but the rate has remained constant over the previous few years. Bank charges were over budget due to the addition of pre-paid debit cards and a card payment machine to receive payments. Both of these have removed the dependence for Petty Cash and has better controls. Subscription's budget was too low, and these have been analysed and provided for in next year's budget
7 Balances Carried Forward	547,030	665,862			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	556,983	671,863				VARIANCE EXPLANATION NOT REQUIRED	

9 Total Fixed Assets plus Other Long Term Investments and Assets	727,992	165,531	-562,461	77.26%	YES	<p>In the 2018/2019 AGAR the Assets were recorded as a combination of insured values and purchase prices for all Assets and Inventory owned. In accordance with our Financial Regulations section 14.0 Assets, Properties and Estates, and the published Practitioners Guide regarding Fixed Assets and Equipment, the Asset register has been updated to reflect purchase prices as approved by council. The Parish Office has an insured value of £534,939 with a purchase price in 2009 of £1, plus upgrades to the value of £70,867. The Wylie building has an insured value of £108,643 with purchase price in 2006 of £1, plus upgrades of £5,765. The allotment site has an insured value of £14,319, with a purchase price of £1 pre 2006, plus the addition of a toilet block and upgrades costing £25,000. Inventory items valued under £500 have been removed from the register and are recorded separately and all new Assets purchased during the year have been added to include new purchases of a Vehicle and various IT Equipment amounting to an additional £30,719.</p>
10 Total Borrowings	0	0	0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable