

Explanation of variances

Name of smaller authority: **BURSTALL PARISH COUNCIL**

County area (local councils and parish meetings only): SUFFOLK

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	9,550	10,750				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,729	4,824	95	2.01%	NO		
3 Total Other Receipts	0	281	281	281.00%			VAT at the year end 2020 of 179.60 and during the current financial / accounting year of 101.26 were reclaimed and received.
4 Staff Costs	1,314	2,486	1,172	89.19%	YES		In previous years, the Council hadn't afforded the Clerk sufficient hours to undertake the role; this has been corrected during this financial / accounting year.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,215	3,614	1,399	63.16%	YES		for 2019, unpaid in the previous year when due//110.00 web hosting//24.00 Sproughton Parish Council burial ground agreement, unpaid in the previous year//200.00 purchase of a RBL 'Tommy' memorial statue//160.40 increase in subscription & membership fees//42.74 increase in admin costs.
7 Balances Carried Forward	10,750	9,755				VARIANCE EXPLANATION NOT REQUIRED	
					YES	EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	The Council has historically kept all of its reserves in a General Reserve Fund; this needs to be reviewed and General Reserves need to be allocated to named reserve funds to meet the needs of maintaining and renewing assets, as well as an 'election costs' fund. As at the year end 31 March 2021, the General Fund is 501.23 (100 underspend on printing a newsletter, 240 underspend on training and the 2019 year end VAT reclaim to be allocated; this presents a good control of budgeting and is the way forward for the Council.
8 Total Cash and Short Term Investments	10,750	9,755				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	3,990	4,306	316	7.92%	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