

## Explanation of variances – pro forma

Name of smaller authority: **RUAN LANIHORNE 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	18,732	12,926				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	N/A
2 Precept or Rates and Levies	6,172	7,385	1,213	19.65%	YES		No major changes were made to the 2017 & 2018 budgets other than an increase of £1000.00 in 'Assets Maintenance' expenditure relating to anticipated works to the Ruan Reading Room. An increase in expenditure consequently increased the precept. Due to the diminishing Council Tax Support Grant, this was not budgeted in 2018 accounting for a £100 budget income reduction. All other precept changes arose from minor expenditure and income adjustments.
3 Total Other Receipts	3,447	1,218	-2,229	64.66%	YES		VAT reclaim in 2017/18 £1566.05. Ruan Reading Room hire lower by £727.50 in 2018/19. Local Maintenance Partnership £285.08 higher in 2018/19 due to 2 years grant received in financial year. External grant income lower by £200.00 in 2018/19. Council Tax Support Grant £21.15 lower in 2018/19.
4 Staff Costs	2,911	3,451	540	18.55%	YES		Increase in Clerk's hours from 22 hours to 25 hours per month, annual hourly rate increase (National Pay Award), increase to payscale and increase in expenses.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		N/A
6 All Other Payments	12,514	1,976	-10,538	84.21%	YES		£8,834.30 Flashing Speed Monitoring Sign, £1,730.30 Mark Datson Architectual Consultant Ltd regarding Ruan Reading Room and David Chenoweth regarding parish well in 2017/2018. No other major variances.
7 Balances Carried Forward	12,926	16,099			YES	<b>VARIANCE EXPLANATION NOT REQUIRED</b> <b>EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES</b>	N/A Reserves are not considered to be high given that works to the Ruan Reading Room are scheduled to commence in June 2019. The Council has a number of assets which may require unscheduled work and the Council consider the level of monies held to be prudent.
8 Total Cash and Short Term Investments	12,926	16,099				<b>VARIANCE EXPLANATION NOT REQUIRED</b>	N/A
9 Total Fixed Assets plus Other Long Term Investments and	140,794	17,145	-123,649	87.82%	YES		There have been no additions or disposals to the Fixed Asset Register. Ruan Reading Room and the Pond Information Board and base are now recorded as NIL cost (both previous gifts to the Council) and the Treworga Telephone Box is now recorded at cost being £1.00.
10 Total Borrowings	0	0	0	0.00%	NO		N/A

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable