

Explanation of variances – pro forma

Name of smaller authority: **Hawkhurst 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);
- **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	235,747	294,970				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	149,265	189,966	40,701	27.27%	YES		Budget increased one major area, minutes and vote on 19.12.19 (item 8.2) & 13.01.20 (item 7) that an extra £30k required for the Village Fund for planning costs 30K for judicial review to seek clarification over the culitmativae traffic across the cross roads in the village when planning applications are considered in Hawkhurst, other significant areas, admin £8100, £4k NDP, £3500 137, £3.370 for Covid 19, information services £1k Planting displays £950, Heartnoak playfround £370 & allotments £305 totals = 52588 however, less budgeted for cost codes £1230 Bank Interest, £7550 dis services lease from TWBC for carpark hadn't gone ahead, £600 fete no longer HPC committee, £917 Parish office, £6250 Streetlights LEDS project finished, £25 less on the moor, £1500 Youth funding included in s137 budget. Total = 18072 and it was budget to receive £6185 income for the year 20/21. Therefore £52588 - 18072 + 6185 = 40,701 budget increase agreed so requested £189966 precept for 20/21 compared to £149265 for 19/20.
3 Total Other Receipts	92,579	32,182	-60,397	65.24%	YES		Re-instated figure for BOX 3 to £92579 as instructed by auditor see AGAR 19/20 due to grant should have been netted off in box 6. 9 main cost codes more income received; £694 Allotments, £530 fete, £2092 Cemetery, Covid support grants £12357, The Moor £100, Play Equip £1k grant & S137 £1k returned payment admin samll balance sum for Heartnoak Playing field & admin cost cooes sum of £154 total costs codes where income received increased compared to last year was £17927. Less income received for the following 5 costs codes were £1312 War Memorial cleaning project complete, Interest £4, £69550 new community centre as one credit received last year, Victoria Hall £7268 loss of rent Cinema closed due to pandemic, £190 planting displays traders unable to pay due to pandemic, (total costs codes where income received was less compared to last year was £78324) hence - £17927 + £78324 = variance of - £60,397 decreased increased income received during 20/21 compared to 19/20.
4 Staff Costs	114,548	79,123	-35,425	30.93%	YES		Last year one off pension deficit paid to Kent County Council of £41k hence main the decreased in salary costs this year. Following a review the Caretakers had been paid at the wrong rates over several years, some staff weren't able to take holiday as one off these costs. Three staff worked in over time, one staff member reduced her hours from 13 to 5 per week so pension some & salary saving, furlough gov grant of £2430 received but the salary gross increased by costs still increased by £8005 -2430 = £5575. Therefore 5576 -41000 = -£35425. was the variance for decreased staff costs for 20/21 compared to 19/20.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	68,073	237,554	169,481	248.97%	YES		Re-instated figure for BOX 6 to £68073 as instructed by auditor see AGAR 19/20 grant should have been netted off. More spent on 13 cost codes in 2020-21 compared to previous year 2019-20. Main increasing areas village fund, new multi use games area purchased, community centre project underway, Hence codes with increased spending were £3529 streetlighting repairs to damaged lights in RTAs, £1050 allotments 2 skips to clear up rubbish, £82 war memorial, £1891 S137 increased grants, Cemetery £790 new gate and repairs, Parish office £424, Admin £4389 increased fees, £136 The Moor, Replacement play equipment £42163 new muga, £83894 New community Centre project proesessional fees, £393 planting dislays, £25190 Village fund for Judicial Review, support/repairs of halls £3226 and Covid 19 £5208 support. Total increased spend = £174273 - £4791 = £169,482 more spent is the variance spent for 20/21 compared to 19/20.
7 Balances Carried Forward	294,970	200,449			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	292,552	195,267				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	269,500	329,841	60,341	22.39%	YES		Main item Multi Use games area main spend £54895k, IT equipment 14 Ipad & covers for councillors & 2 laptops for staff £5047, cemetery gate & water butt £386 = £60328
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable