

Explanation of variances – pro forma

Name of smaller authority: **CATCLIFFE 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).

	2019 £	2020 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	41,253	36,797					
2 Precept or Rates and Levies	68,581	55,301	-13,280	19.36%	YES		In 2018 RMBC (The Principal Authority) carried out a boundary review, as a result of this part of Catcliffe became a new parish know as Waverley. This lead to a loss of £18,766 as the number of households within the parish reduced. The Parish Council did not think it would be acceptable for the tax payers to cover this deficit, therefore, received a reduced precept.
3 Total Other Receipts	15,563	44,925	29,362	188.67%	YES		Catcliffe Parish Council received CIL funding of £29,151 from RMBC due to the start of a new residential development.
4 Staff Costs	35,716	29,210	-6,506	18.22%	YES		In July 2019 Catcliffe Parish Council reviewed the contract for the caretaker and reduced the role from 37.5 hours per week to 16 hours per week. This lead to an annual saving of £9,944.96. The difference of £6,506 between 2018-2019 and 2019-2020 relates to the reuction in pay for the caretaker from August 2019 to March 2020.
5 Loan Interest/Capital Repayment	14,654	14,654	0	0.00%	NO		

6 All Other Payments	38,230	27,107	-11,123	29.09%	YES	In 2018-2019 Catcliffe Parish Council made a release of retention fee of £7,990.58 to O&P Construction for the refurbishment of Catcliffe Memorial Hall. In 2018-2019 Catcliffe Parish Council incurred costs to have the drainage at Catcliffe Memorial Hall inspected at a cost of £1,105 and also installed a fence around the garden area at a cost of £1,500. In 2018-2019 Catcliffe Parish Council purchased 50 Poplar trees for the recreation ground at a cost of £216.75. In 2018-2019 Catcliffe Parish Council had to replace 2 showers in the pavilion located on Poplar Way at a cost of £335.00. These were one off expenses and not required in 2019-2020.
7 Balances Carried Forward	36,797	66,052				VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	36,797	66,052				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	237,081	238,270	1,189	0.50%	NO	
10 Total Borrowings	286,623	279,660	-6,963	2.43%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable