

## Explanation of variances – pro forma

Name of smaller authority: RUYTON XI TOWNS PARISH COUNCIL

County area: SHROPSHIRE

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).

	2018/19 £	2019/20 £	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	48,778	49,791					Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	25,563	31,000	5,437	21.27%	YES		Precept initially discussed at Council meeting 04.12.2018 and final Council approval given at meeting on 08.01.2019 (min. ref: 119.18b).
3 Total Other Receipts	3,836	2,457	-1,379	35.95%	YES		£231 Neighbourhood fund, £2199 VAT refund (included VAT from traffic calming equipment purchased in 1st quarter of 2019-20 tax year), plus small amount of interest and refund of bank charges (£27 total). £3500 cheques were paid in to new Unity Trust bank account from old Bank of Ireland account as opening credit, but this figure has not been included as a receipt in accordance with page 17 of The Practitioners Guide April 2020.
4 Staff Costs	9,271	8,944	-327	3.53%	NO		New clerk started Nov 2019 at slightly lower pay scale than former clerk.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		No loans.
6 All Other Payments	19,115	47,704	28,589	149.56%	YES		Majority of variance explained by streetlight LED and column upgrade project: £20109, plus £4034 VAT (approved 07.01.2020, min ref: 119.19a), as well as purchase of traffic calming equipment (4 x vehicle activated signs) for £5709 plus £1139 VAT (approved 09.04.2019, min ref: 164.18a). Additional unplanned expenditure of £2000 for resurfacing of Memorial Hall (Cafe XI) forecourt (approved 03.03.2020, min ref: 157.19a), and purchase of SmartWater kits for £2733 plus £547 VAT (approved 04.02.20, min ref: 137.19b). £3500 of cheques were also paid from the Bank of Ireland account into the Unity Trust bank account as opening credit, however this figure has not been included as a payment in accordance with page 17 of The Practitioners Guide 2020.
7 Balances Carried Forward	49,791	26,600			NO		VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	49,791	26,601					VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments	74,186	83,197	9,011	12.15%	NO		Asset register updated April 2020 to account for streetlight improvements, purchase of traffic calming equipment, SmartWater kits, and additional bench that had been missed of register previously.
10 Total Borrowings	0	0	0	0.00%	NO		No loans

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)