

## Explanation of variances – pro forma

Name of smaller authority: **Downton 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).

	2018/19 £	2019/20 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	344,923	178,615				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	107,527	112,248	4,721	4.39%	NO		
3 Total Other Receipts	847,853	40,145	-807,708	95.27%	YES		Predominantly due to due to construction of Memorial Hall Extension £300k PWLB Loan; £112,421 in s106 monies, £51,786 CIL monies, £98,216 Early Years s106; £185,455 VAT reclaim; £9,467 Area Board Grant all received =£757,345. Also s106 sum of £88,271 sent twice so second erroneous amount was paid back to Wiltshire Council in 2018/19 but not in 2019/20.
4 Staff Costs	27,580	28,359	779	2.82%	NO		
5 Loan Interest/Capital Repayment	0	17,924	17,924	#DIV/0!	#DIV/0!	#DIV/0!	First year of repayments of PWLB loan in 2019/20 and none paid in 2018/19.
6 All Other Payments	1,094,108	166,882	-927,226	84.75%	YES		Predominantly due to construction of Memorial Hall Extension £862,770 on construction contractors; £11,461 on architects for project administration; £27,235 on Audio Visual contractors for AV system; £4,302 on Quantity Surveyor, £2,486 on Mechanical, Electrical and Structural Engineers; £17,115 spent on fit out comprising furniture, fixture and fittings, secure entry system and fire safety in 2018/19 but not in 2019/20.
7 Balances Carried Forward	178,615	117,843			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	178,615	117,843				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	2,783,452	2,817,160	33,708	1.21%	NO		Due to spreadsheet error, the sums of £24,034 for 28 public seats and £174,482 and £2 for 2 pieces of land which were not included in the total sum of assets for 2018/19. The Council is therefore restating the figure for 2018/19 to include them. The 2019/20 figure is increased by £33,708 on restated figure for 2018/19 for £22,273 Audio Visual equipment, £851 on office equipment for new member of staff, £1,420 Basketball Hoop, £9,164 Outdoor Adult Exercise Equipment.
10 Total Borrowings	300,000	289,877	-10,123	3.37%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable