**Explanation of variances – pro forma**

Name of smaller authority: **Coldridge Parish Council**

County area (local councils and parish meetings only: **Devon**

**Please provide full explanations, including numerical values**, for the following:

* variances of more than 15% between totals for individual boxes (except variances of less than £200);
* a breakdown of approved reserves if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Section 2** | **2016/17**  **£** | **2017/18**  **£** | **Variance**  **£** | **Variance**  **%** | **Detailed explanation of variance (with amounts £)** |
| **Box 2**  *Precept or Rates and Levies* | 3877 | 4380 | 503 | 13 | Increase in precept to allow for the cost of a second defibrillator in the parish. [actual cost of 4 years lease was 1000] |
| **Box 3**  *Total other receipts* | 690 | 1294 | 604 | 88 | **2016/17 income not rec’d in 2017/18** Locality grant from DCC Councillor towards defibrilator 250,  **Increased income 2017/18**  TAP Fund increased by 183  VAT refund 620  Donation from local employer towards cost of road sign 53  620+183+53 – 250 = 606. |
| **Box 4**  *Staff costs* | 2333 | 1614 | 719 | 31 | Clerk undertook the CiLCA course in 2016/17 which increased the hours to cover the extra work involved, which accounted for 620.  As a result of the course the clerk also spent time on updating policies and procedures which were not fit for purpose, which accounts for the rest of the amount. |
| **Box 5**  *Loan interest/ capital repayments* | 0 | 0 | 0 | 0 |  |
| **Box 6**  *All other payments* | 4949 | 3275 | 1674 | 34 | **2016/17 expenditure not spent in 2017/18**  Graveyard grants -380  Road signage -416  Computer and scanner -437  Ctizens advice grant -100  **Total -1333**  **Differences from 2016/17 & 2017/18**  VAT – 248  SW Ambulance Trust defibrillator lease for second de-fib. – 800  Gen Exp and Admin + 31  Clock maintenance + 38  **Total -979**  **2017/18 expenditure not spent in 2016/17**  Repairs to tractor + 57  Wiring for defibrillator +68  NALC Local Award Scheme Fee +50  Chairs bought from 2016/17 TAP fund spent in 2017/18 +456  **Total +631**  The above items account for 1681 of the difference [631-979-1333 = 1681] |
| **Box 9**  *Total fixed assets & long term investments & assets* | 1510 | 1947 | 437 | 29 | Fixed assets in 2016/17 were understated as the purchase of the computer and scanner were omitted, which was picked up by Grant Thornton. So the figures from 2016/17 were incorrect and should be 1947. |
| **Box 10**  *Total borrowings* | 0 | 0 | 0 | 0 |  |
| **Explanation for ‘high’ reserves** | n/a | | | | |