

Explanation of variances 2020/21 – pro forma

Name of smaller authority: Clapham Parish Council

Insert figures from Section 2 of the AGAR in all **Blue** highlighted boxes

Now, 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 £500);
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept value (Box 2).

	2020 £	2021 £	Variance £	Variance %	Explanation Required?	DO NOT OVERWRITE THE BOXES HIGHLIGHTED IN RED/GREEN	Explanation (must include narrative and supporting figures)
1 Balances Brought Forward	6,066	34,872					Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	12,662	12,757	95	0.75%	NO		
3 Total Other Receipts	31,986	34,443	2,457	7.68%	NO		
4 Staff Costs	4,730	6,677	1,947	41.16%	YES		2020/21 Excess hours paid to Clerk (for projects) £1246.76 National Insurance paid by employer (by exception) £196.66 National Pay Award - Clerk's hourly rate increased from £14.50 in 2019/20 to £14.90 effective 1.4.20 i.e. annual gross pay increased by £145.60 (7 hours x 52 weeks x £0.40 per hour) Clerk employed for 12 months in 2020/21, 11 months in 2019/20 - no clerk employed in June 2019 reducing costs by c£360 in 2019/20 compared with £2020/21. Variance = £1246.76 + £196.66 + £145.60 + £360 = £1949.02
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	11,112	52,163	41,051	369.43%	YES		There has been exceptional expenditure in both 2019/20 and 2020/21 as the Parish Council received CIL money (£24175) and a donation (£6105), both in 2019/20 and Pocket Parks Grant (£25000) in 2020/21, majority now spent on Recreation Ground refurbishment in 2020/21. Exceptional Items 2020.21 1.Recreation Ground refurbishment - a) Adult Gym Equipment and installation £3600 b) Children's Playground Equipment and installation £47015.04 c) Clerk's laptop, software and set up £1554.56 2) New website £1228.80 3) External auditor fee £240 (as gross income exceeded £25000 for 2019/20) 4) Cancelled cheque for £5040 written back against line 6 - issued (but not presented) in 2019/20 for play equipment, company went into administration and cheque stopped in 2020/21. Total of exceptional items = £48598.40 (£3600 + £47015.04 + £1554.56 + £1228.80 + £240 - £5040) Exceptional Items 2019/20 'All other payments' for 2019/20 figure increased through an exceptional spend totalling £7638 (inflating spend in 2019/20 when compared to £3685 to 2018/19). Exceptional expenditure in 2019.20 £7638 1) Defibrillator (£600 to BHF) & case (£498) £1098 2) Legal expenses - Recreation Ground lease £1500 3) Playground Equipment £5040 Total of exceptional items = £7638 (£1098+£1500+£5040) Net = £48598.40 - £7638 = £40960.04

7 Balances Carried Forward	34,872	23,232	-11,640	33.38%	YES	<p>Receipts and Payment Account 1/4/20 - 31/3/21 confirms expenditure exceeded income by £11640.</p> <p>Figure in 2020/21 reduced compared with 2019/20 due primarily to the spend of money received in 2019/20 on the Recreation Ground Project in 2020/21.</p> <p>Funds totalling £30280 (donation £6105 and CIL £24175) were received in 2019/20 of which just £4665 of the CIL monies were unspent at the end of 2020/21 with VAT related claims of £8435.</p> <p>Line 7/8 - comparisons</p> <table border="1"> <thead> <tr> <th>2020/21</th> <th>2019/20</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>£4665 CIL (Earmarked)</td> <td>£24175 CIL(Earmarked)</td> <td>(19510)</td> </tr> <tr> <td>£8435 VAT refunds (Earmarked)</td> <td>0</td> <td>8435</td> </tr> <tr> <td>£750 Election Fund (Earmarked)</td> <td>£750 Election Fund (Earmarked)</td> <td>0</td> </tr> <tr> <td>£9382 General Reserves</td> <td>£9947* General Reserves</td> <td>(565)</td> </tr> <tr> <td>£23232</td> <td>£34872</td> <td>£11640</td> </tr> </tbody> </table> <p>General Reserves level in line with Joint Panel on Accountability Governance for 2021 (section 5.3.2). * included receipt for Recreation Ground Donation £6105 in 2019/20 (subsequently earmarked at meeting 7.5.20 and spent in 2020/21) and payment made to playground contractor for £5040 in 2019/20 (later reimbursed by Pocket Parks grant in 2020.21)</p>	2020/21	2019/20	Variance	£4665 CIL (Earmarked)	£24175 CIL(Earmarked)	(19510)	£8435 VAT refunds (Earmarked)	0	8435	£750 Election Fund (Earmarked)	£750 Election Fund (Earmarked)	0	£9382 General Reserves	£9947* General Reserves	(565)	£23232	£34872	£11640
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8 Total Cash and Short Term Investments	34,872	23,232	-11,640	33.38%	YES	<p>Receipts and Payment Account 1/4/20 - 31/3/21 confirms expenditure exceeded income by £11640.</p> <p>Figure in 2020/21 reduced compared with 2019/20 due primarily to the spend of money received in 2019/20 on the Recreation Ground Project in 2020/21.</p> <p>Funds totalling £30280 (donation £6105 and CIL £24175) were received in 2019/20 of which just £4665 of the CIL monies were unspent at the end of 2020/21 with VAT related claims of £8435.</p> <p>Line 7/8 - comparisons</p> <table border="1"> <thead> <tr> <th>2020/21</th> <th>2019/20</th> <th>Variance</th> </tr> </thead> <tbody> <tr> <td>£4665 CIL (Earmarked)</td> <td>£24175 CIL(Earmarked)</td> <td>(19510)</td> </tr> <tr> <td>£8435 VAT refunds (Earmarked)</td> <td>0</td> <td>8435</td> </tr> <tr> <td>£750 Election Fund (Earmarked)</td> <td>£750 Election Fund (Earmarked)</td> <td>0</td> </tr> <tr> <td>£9382 General Reserves</td> <td>£9947* General Reserves</td> <td>(565)</td> </tr> <tr> <td>£23232</td> <td>£34872</td> <td>£11640</td> </tr> </tbody> </table> <p>General Reserves level in line with Joint Panel on Accountability Governance for 2021 (section 5.3.2). * included receipt for Recreation Ground Donation £6105 in 2019/20 (subsequently earmarked at meeting 7.5.20 and spent in 2020/21) and payment made to playground contractor for £5040 in 2019/20 (later reimbursed by Pocket Parks grant in 2020.21)</p>	2020/21	2019/20	Variance	£4665 CIL (Earmarked)	£24175 CIL(Earmarked)	(19510)	£8435 VAT refunds (Earmarked)	0	8435	£750 Election Fund (Earmarked)	£750 Election Fund (Earmarked)	0	£9382 General Reserves	£9947* General Reserves	(565)	£23232	£34872	£11640
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9 Total Fixed Assets plus Other Long Term Investments and Assets	3,584	30,132	26,548	740.74%	YES	<p>Assets acquired in 2020/21 at net value of £31858, breakdown as follows Adult Gym and Children's Playground Equipment £25981.67 Clerk's Laptop £566.67 Total £25981.67 + £566.67 = £26548.34</p>																		
10 Total Borrowings	0	0	0	0.00%	NO																			
Excessive Reserves Ratio	2.75407	1.82112																						