

Explanation of variances – pro forma

Lawford Parish Council Essex

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	2019/20 £	2020/21 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)										
Box 2 <i>Precept or Rates and Levies</i>	87,539.00	124,750.00	+38,684.00	42.51%	Ageing Street Lamps needing testing/replacing, £15,000.00 allocated. Play equipment identified for repair cost £20,181.00, Operation Quasar, £5,000.00 police patrolling local areas										
Box 3 <i>Total other receipts</i>	11,331.00	10,054.00	-1,277.00	-11.26%											
Box 4 <i>Staff costs</i>	18,301.00	18,595.00	+294.00	1.61%											
Box 5 <i>Loan interest/ capital repayments</i>	0.00	0.00	0.00	0%											
Box 6 <i>All other payments</i>	55,058.00	113,226.00	+58,168.00	105.64%	£36,000.00 purchase & Solicitors fees Riverview Playing field, £7,350.00 Play equipment repairs, £5,000 Operation Quasar, £3,390.00 Lighting repairs										
Box 9 <i>Total fixed assets & long term investments & assets</i>	949,684.00	970,685.00	0.00	0%											
Box 10 <i>Total borrowings</i>	0.00	0.00	0.00	0%											
Explanation for 'high' reserves	<p>Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">Landscaping Summers Park</td> <td style="text-align: right;">£ 5,000.00</td> </tr> <tr> <td>Paths connecting Summers Park with Riverview</td> <td style="text-align: right;">£15,000.00</td> </tr> <tr> <td>Relocating and upgrading School Lane Play Equipment</td> <td style="text-align: right;">£12,000.00</td> </tr> <tr> <td>Furnishing Community Building</td> <td style="text-align: right;">£10,000.00</td> </tr> <tr> <td>Replace ageing Street Lamps</td> <td style="text-align: right;">£15,000.00</td> </tr> </table>					Landscaping Summers Park	£ 5,000.00	Paths connecting Summers Park with Riverview	£15,000.00	Relocating and upgrading School Lane Play Equipment	£12,000.00	Furnishing Community Building	£10,000.00	Replace ageing Street Lamps	£15,000.00
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ANNUAL BANK RECONCILIATION YEAR 2020/21

	Current	Instant	14 Day A/C	Ipswich BS	Unity Bank	Total
Bank Balance(s) at 31st March 2021	92,534.72	4,040.34	22,418.56	56,679.46	0.00	175,673.08

Beginning of the year balance

Current	92,534.72
Instant	4,040.34
14 Day Account	22,418.56
Ipswich Building Society	56,679.46
Unity Bank	0.00
Total	175,673.08
Less outstanding cheques 2019/20	277.84
Total	175,395.24
Add Income/Expenditure total for 2020/21	2,983.35
*Total	178,378.59

Income and Expenditure 2020/21

Income	134,803.96
Expenditure	131,820.61
Total	2,983.35
Total	2,983.35

Outstanding Cheques

104716	1,000.00
104717	30.00
104718	18.00
**Total	1048.00

End of year Balance

Current	96,288.23
Instant	4,040.34
14 Day Account	22,418.56
Ipswich Building Society	56,679.46
Unity Bank	0.00
Total	179,426.59
**Less outstanding cheques	1,048.00
***Total	178,378.59

	Current	Instant	14 Day A/C	Ipswich BS	Unity Bank	Total
Balance at 31st March 2021	96,288.23	4,040.34	22,418.56	56,679.46	0.00	179,426.59

YEARLY TOTALS

*Beginning of the Year Total	178,378.59	Difference	£0.00
***End of Year Total	178,378.59		
	0.00		

CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

Name of smaller authority: Lawford Parish Council

County Area (local councils and parish meetings only): ESSEX

On behalf of the smaller authority, I confirm that the dates set for the period for the exercise of public rights are as follows:

Commencing on Monday 21 June 2021

and ending on Friday 30 July 2021

(Please enter the dates set by the smaller authority as appropriate which must be 30 working days (i.e. Monday – Friday only, and not Bank Holidays) inclusive and must include the first 10 working days of July 2021 (i.e. Thursday 1 July – Wednesday 14 July).

We have suggested the following dates: Monday 14 June – Friday 23 July 2021. The latest possible dates that comply with the statutory requirements are Thursday 1 July – Wednesday 11 August 2021.)

Signed: _____

Role: _____

CLERK/RFO

This form is only for use by smaller authorities subject to a review:

Please submit this form to PKF Littlejohn LLP with the AGAR Part 3 and other requested documentation – this form is not for publication on your website.

Contact details

Name of smaller authority: **Lawford Parish council**

County Area (local councils and parish meetings only): **Essex**

Please complete this form and send it back to us with the AGAR or exemption certificate

	Clerk/RFO (Main contact)	Chair
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