

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	2018/19 £	2019/20 £	Variance £	Variance %	Detailed explanation of variance (with amounts £)										
Box 2 <i>Precept or Rates and Levies</i>	77,638.00	87,539.00	9,901.00	12.75%											
Box 3 <i>Total other receipts</i>	36,721.00	11,331.00	-25,390.00	-69.14%	No large projects undertaken in 2019/20 being an election year										
Box 4 <i>Staff costs</i>	17,319.00	18,301.00	982.00	5.67%											
Box 5 <i>Loan interest/ capital repayments</i>	0.00	0.00	0.00	0%											
Box 6 <i>All other payments</i>	86,631.00	55,058.00	-31,573.00	-36.45%	As above, no large projects or events undertaken in the year and smaller events curtailed due to covid 19										
Box 9 <i>Total fixed assets & long term investments & assets</i>	949,684.00	949,684.00	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="padding-left: 20px;">Landscaping Summers Park</td> <td style="text-align: right;">£ 5,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Paths connecting Summers Park with Riverview</td> <td style="text-align: right;">£15,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Relocating and upgrading School Lane Play Equipment</td> <td style="text-align: right;">£12,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Furnishing Community Building</td> <td style="text-align: right;">£10,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Purchase of Riverview Recreation Ground</td> <td style="text-align: right;">£40,000.00 *</td> </tr> </table> <p>*It was hoped purchase would be completed in 2019/20 but this has still not been achieved.</p>					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	Purchase of Riverview Recreation Ground	£40,000.00 *
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Purchase of Riverview Recreation Ground	£40,000.00 *														



ANNUAL BANK RECONCILIATION YEAR 2019/20

	Current	Instant	14 Day A/C	Ipswich BS	Unity Bank	Total
Bank Balance(s) at 31st March 2019	69,243.38	4,023.18	22,323.34	55,938.30	0.00	151,528.20

Beginning of the year balance

Current	69,243.38
Instant	4,023.18
14 Day Account	22,323.34
Ipswich Building Society	55,938.30
Unity Bank	0.00
Total	151,528.20
Less outstanding cheques 2018/19	1,643.42
Total	149,884.78
Add Income/Expenditure total for 2019/2020	25,510.46
*Total	175,395.24

Income and Expenditure 2019/20

Income	98,870.46
Expenditure	73,360.00
Total	25,510.46
Total	25,510.46

Outstanding Cheques

104633	98.34
104637	102.00
104640	30.00
104616	47.50
**Total	277.84

End of 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	277.84
***Total	175,395.24

	Current	Instant	14 Day A/C	Ipswich BS	Unity Bank	Total
Balance at 31st March 2019	92,534.72	4,040.34	22,418.56	56,679.46	0.00	175,673.08

YEARLY TOTALS

*Beginning of the Year Total	175,395.24	Difference	£0.00
***End of Year Total	175,395.24		
	0.00		

Contact details

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

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

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

	Clerk/RFO (Main contact)	Chair
Name	Mrs Pat Peachey	Mr Steven Adcock-Jones
Address	Ogilvie Hall Wignall Street Lawford Essex CO11 2JG	18 Constable Close Lawford Essex CO11 2LD
Daytime telephone number	01206 395898	N/A
Mobile telephone number	07934140523	07932063191
Email address	clerk@lawfordpc.org.uk	saj.lawfordpc@gmail.com

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): **Tendring, 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 3 August 2020**



and ending on **Monday 14 September 2020**

(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 commence on or before 1 September 2020).

We have suggested the following dates: Monday 15 June – Friday 24 July 2020. The latest possible dates that comply with the statutory requirements are Tuesday 1 September – Monday 12 October 2020.)

Signed: _____

Role: _____

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.