

## Explanation of variances – pro forma

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

County area (local councils and parish meetings only): **St Edmundsbury, Suffolk**

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 £)
<b>Box 2</b> <i>Precept or Rates and Levies</i>	9,855	12,067	2,212	22.45%	<p>Increases to the 2017/18 budget were necessary to ensure that the Parish Council is able to take account of annual increases imposed on the Parish Council</p> <p>PRS and LCTS grants ceased wef 2017/18</p> <p>The 2016/17 precept also included £1066 from reserves, but this is not sustainable. Therefore the requirements of the Budget for 2017/18 took into account the requirements re the loss of PRSG and LCTS</p> <p style="text-align: right;">£505</p> <p>Use of reserves 2016/17 not in 2017/18</p> <p style="text-align: right;">£1066</p> <p>Changes to budget allocations were made as follows: main changes to the budget</p> <p>Bardwell Community Field (30 year lease - new)</p> <p>Rent <span style="float: right;">£313</span></p> <p>Grass cutting <span style="float: right;">£60</span></p> <p>Dog bin emptying increase <span style="float: right;">£38</span></p> <p>Hall Hire increase <span style="float: right;">£42</span></p> <p>Clock maintenance increase <span style="float: right;">£20</span></p> <p>Bardwell Village News Requirements <span style="float: right;">£300</span></p> <p>Clerk's expenses reduced <span style="float: right;"><b>-£132</b></span></p> <p>Sub total <span style="float: right;">£641</span></p> <p>Loss of PRSG+LTCS <span style="float: right;">£505</span></p> <p>No longer using reserves <span style="float: right;">£1,066</span></p> <p>Increase from 2016/17 <span style="float: right;"><u>£2,212</u></span></p>
<b>Box 3</b> <i>Total other receipts</i>	25,997	20,832	-£5,165	-19.87%	<p>Grants/donations received for Pavilion Project</p> <p>2016/17 £10,800;</p> <p>2017/18 £1,200 variance <span style="float: right;">£9,600</span></p> <p>Grants/donations received for Community Field Project</p> <p>2016/17 £12,05.01</p> <p>2017/18 £11,790.13 variance <span style="float: right;">£314.88</span></p> <p>Loss of Parish Revenue Support and LCTS Grants wef 17/18 <span style="float: right;">£505</span></p> <p>Lower Advertising income which supports Bardwell Village News <span style="float: right;">£178.75</span></p> <p style="text-align: right;"><i>Total reductions</i> <span style="float: right;">£10,598.63</span></p> <p><i>Offset by increased income re</i></p> <p>Increase in bank interest recd <span style="float: right;">£ 11.00</span></p> <p>Transparency code funding <span style="float: right;">£641.62</span></p> <p>VAT refund <span style="float: right;">£4,781.46</span></p> <p style="text-align: right;"><span style="float: right;">£5,434.08</span></p> <p style="text-align: right;"><i>Variance</i> <span style="float: right;"><b>- £5,164.55</b></span></p> <p style="text-align: right;"><b>Rounded up to - £5,165.00</b></p>

<b>Box 4</b> Staff costs	3,048	3,217	169	5.54%	N/A
<b>Box 5</b> Loan interest/ capital repayments	NIL	Nil	Nil	Nil	N/A
<b>Box 6</b> All other payments	18,540	32,371	13,831	74.60%	<p>2017/18</p> <p>Community Field Project</p> <p>Lease 1<sup>st</sup> annual payment       <b>£430.96</b></p> <p>Grasscutting                       <b>£460.00</b></p> <p>Costs associated with progressing Community Field development project ground works/paths/equipment</p> <p>2016/17 £4,696.68</p> <p>2017/18 £16,659.55</p> <p>increase 2017/18                       <b>£11,962.87</b></p> <p>Purchases 17/18</p> <p>Vehicle Activated sign and equipment    <b>£ 2,998.61</b></p> <p>Laptop computer                       <b>£ 507.48</b></p> <p>VAT paid 2016/17 £1,729.49</p> <p>VAT paid 2017/18   £4210.82</p> <p>Increase in vat paid 2017/18   <b>£2,490.33</b></p> <p><b>Bardwell Playing Field</b></p> <p>Work associated with relocation of playarea: £1,390.19</p> <p>Reduction in expenditure at playing field compared to 2016/17               <b>-£ 5,153.61</b></p> <p><b>The 2017/18 difference in the balance of</b>    <b>£134.82</b></p> <p>relates to differences offset by a number of other items comprised of the following:</p> <p>i. Village Hall Hire additional meetings    £32.00</p> <p>ii. Bardwell Village News: Editors' expenses not received                       <b>-£56.62</b></p> <p>iii. Church/Village Clock repair   £125.00</p> <p>iv. S137 payments reduction       <b>-£60.00</b></p> <p>v. Insurance increase               £ 6.25</p> <p>vi. Subscriptions (paid in 16/17)   <b>-£56.81</b></p> <p>vii. New Cllr Training               £155.00</p> <p>viii. Audit Fees increase 17/18   £100.00</p> <p>viv. Printing and stationery       <b>-£44.03</b></p> <p>x. Other (items under £100)       <b>-£65.97</b></p> <p style="text-align: right;">Total increase £13,831.46 <b>Rounded to £13,831</b></p>
<b>Box 9</b> Total fixed assets & long term investments & assets	1,448	12,730	11,282	779.14%	<p><i>New items purchased/received 2017/18</i></p> <p>Community Field Project:</p> <p>Exercise equipment:               £5,050</p> <p>Bench (donated):                   £ 200</p> <p>Trees: Orchard/Woodland       £2,525</p> <p><i>includes trees provided by Woodland Trust</i></p> <p>Vehicle Activated Sign and associated equipment:                       £2,999</p> <p>Laptop Computer:                   £ 508</p> <p style="text-align: right;"><b>Total: £11,282</b></p>

<b>Box 10</b> <i>Total borrowings</i>	NIL	NIL	N/A	N/A	N/A
<b>Explanation for 'high' reserves</b>	<p>Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:</p> <p><b>Total funds held at the year end:</b> <span style="float: right;"><b>£39,806</b></span></p> <p>The general funds for the Parish Council are held within the Bardwell Parish Council Community Account (£816.48) and the Bardwell Parish Council Tracker Account (£13,018.21): Total £13,834.69. <span style="float: right;"><b>£13,836</b></span></p> <p><b>£25,970 is ringfenced as follows:</b></p> <p><b>Ringfenced Funds</b> Funds held within the Bardwell Parish Council Bardwell Playing Field Association (BPFA) Community (£472.92) and Tracker (£21,746.47) Accounts, are ringfenced for projects associated with the Bardwell Playing Field. There is currently a project in progress for a new pavillion. Total in these two accounts = £22,219.39 <span style="float: right;"><b>£22,219</b></span></p> <p>Funds held in the Bardwell PC Community Field and Community Field Deposit Accounts are ringfenced for the Bardwell Community Field Project which is underway. Total in these two accounts = £1,736.43 <span style="float: right;"><b>£1,736</b></span></p> <p>Funds held within the Bardwell PC Tithe Barn Account = £2,015.25 <span style="float: right;"><b>£2,015</b></span> The funds held within this account are ringfenced for a project relating to improvements on the Tithe Barn (Bardwell's Village Hall).</p>				