

Explanation of variances – pro forma

Name of smaller authority: Toppesfield Parish Council

County area (local councils and parish meetings only): 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>	15557	16450	893.00	5.74	
Box 3 <i>Total other receipts</i>	5062	12103	7041	139.09	A grant of £8950 was received to help towards the cost of our Neighbourhood Plan project
Box 4 <i>Staff costs</i>	3266	4027	761	23.30	Clerks employment increased from 5 to 7 hours per week from 1 st September 2019
Box 5 <i>Loan interest/ capital repayments</i>	0	0	0	0	
Box 6 <i>All other payments</i>	8952	18076	9124	101.92	Neighbourhood plan expenses amounted to £6264.19. Grants made increased by £210.00. Maintenance costs increased by £1832.57 due to the purchase of new play equipment. Cost of verge cutting increased by £232, Coucnilor Training cost £308.90, insurance costs increased by £13.76, subscriptions increased by £10.99, bank charges decreased by £15, section 137 expenses decreased by £606.35 Meeting expenses increased by £166.85, website charges decreased by £135.98, electricity costs increased by £10.73, election fees of £60.29 were also payable, general stationery expenses were down by £48.95 and the regular bi-monthly printing of the parish newsletter cost £780 and £40 was payable for the annual return.
Box 9 <i>Total fixed assets & long term investments & assets</i>	682724	682724	0	0	
Box 10 <i>Total borrowings</i>	0	0	0	0	
Explanation for 'high' reserves					