

Explanation of variances

Name of smaller authority: **HATLEY PARISH COUNCIL**

County area (local councils and parish meetings only): **CAMBRIDGESHIRE**

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 £)
Box 2 <i>Precept or Rates and Levies</i>	3998	4798	800	20	The precept level was increased to cover anticipated increases in costs or new costs for a range of services to include external audit fees (£120, previously no charge), subscription fees (CAPALC's membership fee increased by £28 and there is a new membership fee of £35 to the Information Commissioner). Election fees are now also budgeted with £250 being raised per annum. The Parish Council also introduced a fifth meeting to the calendar, thereby impacting staff and administration costs. The Clerk's contracted hours were also increased from 16 to 20 hours per month.
Box 3 <i>Total other receipts</i>	5321	7283	1962	37	Income from the hire of the Village Hall nearly doubled in this period reaching a total of £1834. The finances include fundraising monies raised by the Hatley Village Association which saw a total of £2722 raised in this period compared to £1618 in 2016/17.
Box 4 <i>Staff costs</i>	2530	3437	907	36	The Clerk's contracted hours were increased from 16 to 20 hours per month. Overtime payments were made as a result of an increase in project work and the extraordinary meetings being held in this period.
Box 5 <i>Loan interest/ capital repayments</i>	N/A	N/A	N/A	N/A	N/A
Box 6 <i>All other payments</i>	9290	5274	4016	43	The kitchen project at the Village Hall was completed in April 2016/17, which saw a final payment of £4247 for the work. This was an exceptional payment which was not repeated in 2017/18.
Box 9 <i>Total fixed assets & long term investments & assets</i>	22058	22128	70	0.3	N/A
Box 10 <i>Total borrowings</i>	N/A	N/A	N/A	N/A	N/A
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> <ul style="list-style-type: none"> Hatley Village Association's fundraising monies carried to 2018/19 – £5648 Play Area Project monies carried to 2018/19 – £2378 Election Fees monies carried to 2018/19 – £500 Website Project monies carried to 2018/19 – £500 				

K. Wilde