

Explanation of variances – pro forma

Name of smaller authority: GREAT BLAKENHAM PARISH COUNCIL

County area (local councils and parish meetings only): 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 £)
Box 2 <i>Precept or Rates and Levies</i>	30,995.00	39,000	8005	26%	In 2016/17 the tax base figure for the parish was 504.44. Owing to the increase in population, the tax base figure for 2017/18 went up to 624.66 – an increase of 24% in one year. The Council decided on a modest percentage increase in the precept for 2017/2018 because the rapidly increasing population would mean greater demand for services e.g waste, dog and grit bins, thus increasing expenditure. Also the Council wished to have funds available to contribute to the much needed infrastructure improvements e.g proposed new preschool, purchase of land for cemetery extension. This decision meant that the Band D Equivalent figure rose from £61.44 in 2016/17 to £62.43 in 2017/18 – an actual increase of £0.99, percentage increase of 1.6%
Box 3 <i>Total other receipts</i>	4930	7591	2661	54%	Income from burial fees at the cemetery increased from £715 in 2016/17 to £1855 in 2017/18 VAT reclaim of £2178 in 2017/18. There appears to have been no VAT reclaim for 2014/15 in the 2016/17 accounts.
Box 4 <i>Staff costs</i>	3814	7189	3375	88%	During 2016/17, staff costs were reduced because the Clerk resigned in June and the new Clerk did not start until 29/9/16. For these four months, a locum Clerk service was used. The cost of this was accounted for under Professional Services. The new Clerk had a salary increase in September 2017 to £10.47 per hour and her contracted hours were increased from 9 a week to 12 a week.. The Clerk was paid £747 for extra GBPC hours worked in 2017/18. Also, the Clerk was paid £573 hours for SnOasis Parish Alliance work (the SPA is a group of local parishes who are acting together on a large planning application. It requires

					clerking and admin work. This is provided by the GBPC and reclaimed on a pro rata basis from the other members of the SPA.
Box 5 <i>Loan interest/ capital repayments</i>	0	0	0	0	
Box 6 <i>All other payments</i>	19139	20822	1683	9%	
Box 9 <i>Total fixed assets & long term investments & assets</i>	13779	16416	2637	19%	Major purchases: Defibrillator - £1668 Replacement noticeboard - £1122 New grit bins - £247
Box 10 <i>Total borrowings</i>	0	0	0	0	
Explanation for 'high' reserves	Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end: -----				