



## Explanation of variances

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

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

Insert figures from Section 2 of the AGAR in all **Blue** highlighted boxes

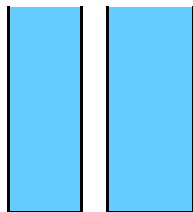
Next, please provide full explanations, including numerical values, for the following that will be flagged in the green boxes where relevant:

- variances of more than 15% between totals for individual boxes (except variances of less than £200);
- New from 2020/21:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- a breakdown of approved reserves on the next tab if the total reserves (Box 7) figure is more than twice the annual precept/rates & levies value (Box 2).

	2019/2020 £	2020/2021 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	185,198	164,467				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	226,915	242,727	15,812	6.97%	NO	Not required.	
3 Total Other Receipts	27,898	71,169	43,271	155.10%	YES	<div>Code 6 - Establishment Charges - Grants received from Guildford Borough Council towards Covid measures. Other items vary annually.</div> <div>Code 8 - Contingency Fund - Gift from the former United Reformed Church, Rickford</div> <div>Code 9 - Training - Attendance by other Parish Councils at training arranged for Worplesdon Parish Council 2019/2020.</div> <div>Code 16 - Grass cutting - Grant increased by Guildford Borough Council towards grass cutting function carried out and enhance by Worplesdon Parish Council.</div> <div>Code 22 - Rent Backside Common - Rent increase every 3 years. New rate applied in 2019-2020. Yr end adjustment made re 2018/2019.</div> <div>Code 29 - S137 - Greater number of Millennium books sold.</div> <div>Code 31 - Concurrent Functions Grant Aid - Projects vary every year.</div> <div>Code 33 - Tennis Courts - Due to Covid and the lease for the tennis courts being revoked no income during 2020/2021.</div> <div>Code 40 - Bank Interest - Interest levels fell due to Covid.</div> <div>Code 47 - IT Budget - Cash back on 2 x new printer/copiers 2019/2020.</div> <div>Code 49 - Land Management - Grass cutting licence - C Powell - £10</div> <div>Rent for horse in field - £30</div> <div>Bench repair donation by family - £25</div> <div>Code 59 - Revenue Works Vehicle - Refund of van insurance (Assistant Groundsman) 2019/2020.</div> <div>Code 67 - S106 Monies - S106 monies received towards a parish office/meeting room from Montague Estate, Keens Lane, Worplesdon.</div> <div>Total</div>	<div>£369.00</div> <div>£2,000.00</div> <div>-£180.00</div> <div>£1,096.00</div> <div>-£344.00</div> <div>£30.00</div> <div>-£7,375.00</div> <div>-£1,313.00</div> <div>-£390.00</div> <div>-£135.00</div> <div>£65.00</div> <div>-£2,081.00</div> <div>£51,529.00</div> <div>£43,271.00</div>
4 Staff Costs	107,883	100,209	-7,674	7.11%	NO	Not required.	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	Not required.	

## 6 All Other Payments

167,661	126,702	-40,959	24.43%	YES		Code 5 - Chairman's Allowance - No community events held in 2020/2021	-£76.00
						Code 6 - Establishment Charges - Due to covid and new office with meeting room - the previous room rental fees no longer apply - reduction of £1,114.50. Insurance costs also reduced due to change of service provider - reduction of £1,236.81. General offices supplies vary every year and SIM cards/IT subscriptions now allocated to IT - Reduction of £1,042.32	-£3,393.63
						Code 7 - Equipment Maintenance - Stihl leaf blower purchased in 2019/2020	-£260.94
						Code 8 - Contingency Fund - Contingencies vary annually.	-£2,274.53
						Code 9 - Training - Training varies annually. In 2019/2020 the Clerk completed the 2nd year of her HE Certificate and the Assistant Clerk commenced her CILCA. All training in 2020/2021 was delivered virtually.	-£4,676.51
						Code 10 - Computer Software - Software now included in IT budget.	-£484.75
						Code 11 - Audit Fees - Internal audit undertaken virtually - reduced time and travel costs.	-£228.45
						Code 12 - Election Fees - Uncontested elections held in 2019.	-£400.00
						Code 13 - Donations	£10.00
						Code 14 - Parish Newsletter - 1 additional page included in one of the 2019/2020 newsletters.	-£100.00
						Code 42 - Professional Advice - Varies annually. Attempt made to secure a parish office within the Parish in 2019/2020 incurred additional planning fees.	-£2,264.50
						Code 47 - IT - SIM card costs, computer software and IT related subscriptions now included in the IT budget - corresponding decrease in Establishment charges.	£1,514.45
						Code 55 - Parish Office - A S106 Agreement had been secured via a new development within the Parish (Montague Place). This enabled the Parish Council to secure a new office/meeting room facility within the same business park on a five-year lease, providing greater security of tenure whilst offices are sought within the Parish (via future development). A further nine months remaining on the previous leased office. Deposit required for new office. Removal costs. Business rates also payable on new office. Business rates Unit 2 Saxton = £ 2,463.55 Service charge Unit 2 Saxton = £ 346.49 Insurance Unit 2 Saxton = £ 315.45 Deposit and first quarter's rent = £17,660.54 Boiler repair Unit 2 Saxton = £ 405.00 2nd quarter's rent Unit 2 Saxton = £ 6,070.01 Office supplies vary annually = £ (472.81) <b>Total</b> <b>£26,788.23</b>	£26,788.23
						Code 60 - Works vehicle (capital expenditure) - Vehicle purchased in 2019/2020.	-£19,608.05
						Code 30 - Equipment (playground - capital expenditure) - Replacement equipment installed in 2019/2020.	-£19,270.04
						Code 16 - Grass cutting - New two-year contract and change of contractor resulted in reduced costs.	-£1,873.18
						Code 17 - Tree Inspections - Previous service provider left the region. New specialist tree inspector costs significantly greater, also trees tagged for ease of identification.	£2,240.00
						Code 18 - Tree Surgery - Additional tree surgery required (particularly in Jacobs Well Recreation Ground).	£3,315.00
						Code 19 - Playground Maintenance - Costs vary annually.	-£548.86
						Code 23 - M'nance Bus Shelters/Seats Etc. - Costs vary annually.	-£1,452.54
						Code 24 - Pond Maintenance - Great crested newt survey of White House pond undertaken in 2020/2021.	£1,500.00
						Code 48 - Christmas trees/lights WS, Perry Hill - New four-year contract for 2 x Christmas trees and 9 wrapped trees (Perry Hill Green). Costs increased significantly.	£3,482.84
						Code 49 - Land Management - Additional security measures required in 2019/2020 to prevent Unauthorised Encampments.	-£2,801.99
						Code 59 - Revenue Costs Works Vehicle - Assistant Groundsman was under 25 - which drastically increased the vehicle insurance costs in 2019/2020. Assistant Groundsman not replaced and change of insurance provider resulted in a significant saving.	-£3,250.31
						Code 32 - Tennis Court Maintenance - Tennis Court Maintenance - Lease for the tennis courts revoked. Ownership returned to the Worplesdon Memorial Hall and Recreation Ground CIO.	-£1,090.00
						Code 33 - Tennis Court Income - Lease for the tennis courts revoked. Ownership returned to the Worplesdon Memorial Hall and Recreation Ground CIO.	-£94.50
						Code 64 - Replacement litter bins - New litter bin installed 2020/2021.	£230.99



164,467	251,452
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NO

141,950	228,609
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NO

663,639	627,808
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-35,831      5.40%

0 0

NO

**BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)**