

Kettleburgh Parish Council

Annual Accounts for the year ended 31 March 2016

Explanation of Significant Quantified Variances for Annual Return

Box 3 Receipts other than precept

There are two regular items of income, bank interest and the Council Tax Support Grant, neither of which have regular values.

In 2014-15 these were:

Bank interest	£ 1.20
Council Tax Support Grant	£ 217.63

In 2015-16 these were:

Bank interest	£ 1.10
Council Tax Support Grant	£ 163.22

The variance was caused by the ongoing reduction in support grant.

Box 4 Staff costs

Staff salaries consist solely of the Clerk's Salary, which has remained constant throughout the two years, and any tax due thereon. HMRC have altered the applicable tax code, and hence tax due, from nothing to BR via an intermediate code but Barclay's bank did not action a Standing Order request letter and another was required. This and the delays in gaining approval for Standing Order alteration letters from the Council have left arrears to HRMC which are being clarified with them before payment is made. The RFO believes these arrears to include the following individual salary tax debts and thus sum to the total below them, which explains the variance.

Feb 2015	£ 5.90
March 2015	£ 5.90
April 2015	£ 5.90
May 2015	£ 5.90
June 2015	£ 5.90
July 2015	£ 5.90
August 2015	£ 5.90
Sept 2015	£ 37.40
Nov 2015	£ 37.40
Total	£ 116.10

Box 6 All other payments

There are significant variations in Administration costs, Bus Shelter cleaning fees, Election, Insurance and Village Hall payments, which all contribute to the Box total variance.

Administration costs vary from the norm due to a single expenses claim of £49.27 early in the year which includes the costs for the Clerk printing 120 Parish Council newsletters, costing £28.80. The previous year no newsletters had been printed.

Bus Shelter fees are reduced by a single £15 payment which at 31/3/2016 had not been made.

There was an uncontested Election fee of £100 pounds, due to the 2015 May local council elections. This is a one off fee.

Insurance fees have been reduced by moving to an alternate provider providing a better policy for a lesser premium.

Payments to the Village Hall are the major cause of this variance. An invoice for £121 was submitted covering hall hires for the entirety of the previous financial year and some of the one previous to that and this year. Considering that invoice and the now normal practice of invoicing for each individual hall hire the total for this year of £172 compares unfavourably with £0 in the previous year.