

BLAXTON PARISH COUNCIL
RECEIPTS AND PAYMENTS ANALYSIS AND EXPLANATION OF ANNUAL RETURN VARIANCES FOR YEAR ENDING 31 MARCH 2022

	2020/21 £	2021/22 £	Variance £	Variance %	<u>Explanation of Variances - More than 15% AND £200 in Boxes 2, 3, 4, 6 and 9</u>
<u>RECEIPTS</u>					
<u>BOX 2 - ANNUAL PRECEPT</u>					
Precept	24,660.00	24,130.00	-530.00	-2.15	
BOX 2 Totals	24,660.00	24,130.00	-530.00	-2.15	Explanation not required
<u>BOX 3 - OTHER RECEIPTS</u>					
Council Tax Support Grant	0.00	0.00	0.00	0.00	Grant discontinued from 01/04/20
VAT Recovery	868.26	9,459.83	8,591.57	989.52	Change in year on year recoverable VAT
Business Premium A/C Interest	0.20	9.13	8.93	4,465.00	Change in balances and interest rates
Other Income	0.00	0.00	0.00	0.00	
Section 106 Grant - Joint Playing Fields Projects	121,323.00	0.00	-121,323.00	100.00	One off Section 106 Grant in 2020/21 from DMBC to fund delivery of a number of projects on the Joint Playing Fields
BOX 3 Totals	122,191.46	9,468.96	-112,722.50	-92.25	Explanations shown above
Receipts Totals	146,851.46	33,598.96	-113,252.50	-77.12	
<u>PAYMENTS</u>					
<u>BOX 4 - STAFF COSTS</u>					
<u>Administration - Staffing</u>					
Clerk Salary	6,416.10	5,609.40	-806.70	-12.57	
Temporary Joint Clerk Salary	0.00	1,347.00	1,347.00	100.00	
Employer Pension Contributions	0.00	0.00	0.00	0.00	
Clerk Travel Expenses	0.00	0.00	0.00	0.00	
Employers NI	0.00	0.00	0.00	0.00	
Administration - Staffing Costs - BOX 4 Totals	6,416.10	6,956.40	540.30	8.42	Explanation not required

Rounded £6,956.40 up to £6,957.00 on AGAR 21/22 Section 2 to Balance

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	2020/21 £	2021/22 £	Variance £	Variance %	<u>Explanation of Variances - More than 15% AND £200 in Boxes 2, 3, 4, 6 and 9</u>
<u>BOX 6 - ALL OTHER PAYMENTS</u>					
<u>Administration - Running Costs</u>					
Clerk Allowance for working from home	300.00	300.00	0.00	0.00	
Postage	0.00	0.00	0.00	0.00	No stamps purchased in 2020/21
Office Equipment, Materials and Stationery	388.05	161.01	-227.04	-58.51	See Appendix 1 Notes
MS Office 365 and Financial Management Software(FMS)	0.00	1,111.28	1,111.28	100.00	See Appendix 1 Notes
Chair's Allowance	0.00	0.00	0.00	0.00	Budget deleted 2020/21, reinstated 2021/22 - no expenditure
Members' Expenses	0.00	0.00	0.00	0.00	No change
The Queen's Platinum Jubilee 2022	0.00	0.00	0.00	0.00	Budget added 2021/22 but no expenditure
Election Fees	0.00	137.66	137.66	0.00	Local Election costs May 2021
Room Hire	100.73	11.99	-88.74	0.00	Zoom subs from July 2020 (Covid-19) discontinued from May 2021
Internal Audit	220.00	230.00	10.00	4.55	Fee increase of £10
External Audit	200.00	400.00	200.00	100.00	Change due to turnover increase with Section 106 Grant
Insurance	628.12	676.66	48.54	7.73	Renewal price increase and change of provider
Training - Members	148.50	118.09	-30.41	0.00	Change in training course take-up
Training - Officers	0.00	60.00	60.00	0.00	Training costs split between Members and Officers from 2021/22
Subscriptions RAY, SLCC, YLCA, Open S Soc, ICO	611.00	629.00	18.00	2.95	Minor increases in SLCC and YLCA subscriptions
Publications	0.00	13.73	13.73	0.00	Change in year-on-year needs
Parish Publicity	0.00	164.97	164.97	0.00	No Newsletters in 2020/21
Website	276.00	276.00	0.00	0.00	No change
Administration - Running Costs	2,872.40	4,290.39	1,417.99	49.37	
<u>Blaxton Playing Field</u>					
Maintenance of Playing Field Equipment	67.50	278.50	211.00	312.59	See Appendix 1 Notes
Grounds Maintenance	615.72	648.17	32.45	5.27	See Appendix 1 Notes
New Equipment and Furniture	18.00	0.00	-18.00	-100.00	See Appendix 1 Notes
Waste Bin Emptying	151.28	304.94	153.66	101.57	See Appendix 1 Notes
Blaxton Playing Field	852.50	1,231.61	379.11	44.47	

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RECEIPTS AND PAYMENTS ANALYSIS AND EXPLANATION OF ANNUAL RETURN VARIANCES FOR YEAR ENDING 31 MARCH 2022

	2020/21 £	2021/22 £	Variance £	Variance %	<u>Explanation of Variances - More than 15% AND £200 in Boxes 2, 3, 4, 6 and 9</u>
<u>Joint Playing Field</u>					
Grant	2,000.00	2,000.00	0.00	0.00	Grant is £2,000pa LESS maintenance cost of Playing Field Access Ramp.
Ramp Maintenance Costs (Recovered from Grant)	0.00	0.00	0.00	0.00	No Ramp Maintenance Costs met by Parish Council
Emptying Dog Waste Bin	180.58	304.94	124.36	68.87	See Appendix 1 Notes
**Joint Playing Fields (JPF) Projects funded from S106 Grant	0.00	0.00	0.00	0.00	£1,660 Gas Meter box 2020/21 now shown under JPF S106 below **
Joint Playing Field	2,180.58	2,304.94	124.36	5.70	
<u>Village Hall</u>					
Grant	1,600.00	1,600.00	0.00	0.00	No change
Defibrillator	213.20	77.95	-135.25	-63.44	2020/21 Defibrillator installation £213.20; 2021/22 Replacement Pads
Village Hall	1,813.20	1,677.95	-135.25	-63.44	
<u>War Memorial and Street Furniture</u>					
Emptying Waste Bin - Mosham Road	134.78	299.08	164.30	121.90	See Appendix 1 Notes
Planter Maintenance and Planting	694.00	694.00	0.00	0.00	
Replacement War Memorial Flag	92.23	153.92	61.69	100.00	2021/22 Union flag £92.23 plus Jubilee flag £61.69
War Memorial Maintenance	140.00	295.00	155.00	110.71	See Appendix 1 Notes
Street Furniture including Trees - New, Repair, Maintain	316.00	275.00	-41.00	-12.97	See Appendix 1 Notes
Street Furniture - New - Summerfields seat 2020/21	0.00	1,233.00	1,233.00	100.00	See Appendix 1 Notes
Christmas Lights - New, Repair, Maintain, Install	110.00	0.00	-110.00	-100.00	No costs in 2021/22
War Memorial and Street Furniture	1,487.01	2,950.00	1,462.99	98.38	See Appendix 1 Notes

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	2020/21 £	2021/22 £	Variance £	Variance %	<u>Explanation of Variances - More than 15% AND £200 in Boxes 2, 3, 4, 6 and 9</u>
Section 137 Expenditure					
Section 137 of the Local Government Act 1972 enables Parish and Town Councils to spend up to the product of £8.41 per head of the Electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers. During 2021/22 the number of electors for Blaxton was 1,025 and the limit for expenditure not specifically authorised by other powers was £8,620.					
Grants to Charity	0.00	0.00	0.00	0.00	No change
Wreath Donation	0.00	300.00	300.00	100.00	Donation overlooked in 2020/21 - Gave 2 x £150 in 2021/22
Section 137 Expenditure	0.00	300.00	300.00	100.00	
** BLAXTON AND FINNINGLEY JOINT PLAYING FIELDS PROJECTS - (12/01327/EXTM) S106					
	2020/21 £	2021/22 £	Variance £	Variance %	<u>Explanation of Variances - More than 15% AND £200 in Boxes 2, 3, 4, 6 and 9</u>
Field Enlargement	0.00	8,495.00	8,495.00	100.00	2021/22 - Project started
Field Improvement	0.00	5,833.31	5,833.31	100.00	2021/22 - Project started
Adult Gym Equipment	0.00	16,692.00	16,692.00	100.00	2021/22 - Project Completed
Matting Wicket	0.00	3,841.25	3,841.25	100.00	2021/22 - Project Completed
Play Area	0.00	14,137.00	14,137.00	100.00	2021/22 - Project Completed
Gas Meter	1,660.00	0.00	-1,660.00	-100.00	Project completed early in 2020/21 due to damage to old installation
CCTV	0.00	0.00	0.00	0.00	Project not yet started
Tennis Courts	0.00	2,800.00	2,800.00	100.00	2021/22 - Two thirds of Project Completed
Administration	0.00	0.00	0.00	0.00	Funds not yet recovered to Council's Administration Budget
**BLAXTON AND FINNINGLEY JOINT PLAYING FIELDS PROJECTS - (12/01327/EXTM) S106 Grant	1,660.00	51,798.56	50,138.56		
VAT	782.66	10,264.35	9,481.69	1,211.47	Change in value of purchases subject to VAT
BOX 6 Totals	11,648.35	74,817.80	13,030.89	542.30	Explanations shown above and on Appendix 1
Payments Totals	18,064.45	81,774.20	63,709.75	352.68	

BLAXTON PARISH COUNCIL

BOX 9 - EXPLANATION OF FIXED AND LONG TERM ASSETS VARIANCES

At 31st March 2022 the following assets were held by the Council

<u>Assets</u>	2020/21	£	2021/22	£	Variances	<u>Explanations</u>
					£	
Village Hall, Back Lane, Blaxton	188,606		188,606		0	
Playing Field, Bank End Road, Blaxton - 2 Acres	1		1		0	
Playground equipment - swings (Monster Play)	5,000		5,000		0	
Diabolo Multiplay Unit	7,990		7,990		0	
Storm Shooter Ball Wall	3,144		3,144		0	
Goal Posts	495		495		0	
Joint Playing Field, Finningley - 3 Acres	1		1		0	
War Memorial	1		1		0	
3 x Dog Waste Bins	858		858		0	
6 x Public Seats @ £500 each	3,000		3,000		0	
2 x Planters	915		915		0	
1 x Planter (Civic Pride)	500		500		0	
1 x Bench (from Ward Members flexible budget)	500		500		0	
Three Tilia cordata Rancho (Native small leaved limes)	360		360		0	
Printer (Curry's)	0		0		0	
Lenovo B320/4 PC and software - S/N VS50180102	715		715		0	
Log Bench (1)	185		185		0	
Proludic Multi Play Unit	8,758		8,758		0	
Cockerel Rock N Roll Bounce About	2,248		2,248		0	
Cockerel Rock 2 way Bounce About	1,377		1,377		0	
Donkey Spring Mobile	1,579		1,579		0	
Springie Buggy	1,081		1,081		0	
A Max 2- 21x A4 - Notice Board	890		890		0	
60 Metres Xmas Lights (600), 2 x extension leads, 'Y' Splitter	181		181		0	
60 Metres Xmas Lights (600), 1 x extension leads, 'Y' Splitter	191		191		0	

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<u>Assets</u>	2020/21	£	2021/22	£	Variations £	<u>Explanations</u>
1 metre high iron railings on three sides with single gate access and 1.5 metre stone wall to fourth side	1,000		1,000		0	
Black Cherry Tree	300		300		0	
Nordman Fir Tree	0		0		0	Disposed of as part of grounds makeover 22/10/19
Conifer	0		0		0	Disposed of as part of grounds makeover 22/10/19
Seat - Teak	500		500		0	
Seat - Metal supports with wooden rails	500		500		0	
Seat - Metal supports with wooden rails	500		500		0	
Seat - Metal supports with wooden rails	500		500		0	
Golden Jubilee Tree	200		200		0	
Golden Jubilee Tree	200		200		0	
Golden Jubilee Tree	200		200		0	
Log Bench	185		185		0	
Log Bench	185		185		0	
<u>Acquired 2015/16</u>						
Amberol Planter	350		350		0	
60 Metres Xmas Lights (600)	114		114		0	
Wrought ironwork for display of wreaths	610		610		0	
Slabs around four planters	940		940		0	
<u>Omitted 2014/15</u>						
Picnic Bench - Blaxton Playing Field	295		295		0	
Golden Jubilee Tree	200		200		0	
<u>Additions during 2016/17</u>						
Wooden Outdoor Table	295		295		0	
Wooden Bench	150		150		0	
Wooden Bench	150		150		0	
New Fencing - Far End	885		885		0	
Xmas Direct (CCTC Ltd) , Inv XS00194051 10 Metre extension cable	13		13		0	
<u>Additions during 2017/18</u>						
Fujitsu Scansnap ix500 Nuance Power Pdf Standard	299		299		0	
Broxap Recycled Plastic Roadside seat - Persley	538		538		0	
4 x 'Welcome to Blaxton' signs, three pairs posts, three pairs of finials	3,059		3,059		0	
Installation of 'Blaxton' signs.	523		523		0	

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<u>Assets</u>	2020/21 £	2021/22 £	Variances £	<u>Explanations</u>
Broxap Recycled Plastic Roadside seat - Persley	538	538	0	
<u>Additions during 2018/19</u>				
Slab base to existing Bank End Rd seat (101), install seat (106) & slab base (108) Summerfields green space	1,027	1,027	0	
Supply and Install self-closing pedestrian gate (109), double vehicle access gate (110) and fencing - 42 metres(111) along boundary with Pubic Footpath No1.	5,653	5,653	0	
HP Office Jet Pro 7740 printer	124	124	0	
<u>Additions during 2019/20</u>				
Stock Fencing 229 metres on Southern Boundary	2,279	2,279	0	
Wicksteed Spirowhirl Roundabout and groundworks	7,161	7,161	0	
Ground work preparation and laying of resin bound surfacing	14,701	14,701	0	
Prunus Amanogawa - flowering Cherry Tree - (Left, viewed from front)	262	262	0	
Prunus Amanogawa - flowering Cherry Tree - (Right, viewed from front)	263	263	0	
Defib Case 2 External locked cabinet	500	500	0	
AED Semi Auto device iPad SP1	999	999	0	
<u>Additions during 2020/21</u>				
Webcam for Zoom Meetings	85	85	0	
Webcam for Zoom Meetings	75	75	0	
From S106 Grant - Replace gas meter housing and provide barriers	1,600	1,600	0	
<u>Additions during 2020/21</u>				
From S106 Adult Gym Equipment - Install 6 pieces with safety surface	0	16,692	16,692	Acquired 29/06/2021
Broxap Recycled Plastic Roadside seat - Persley	0	533	533	Acquired 18/10/2021
Assets - BOX 9 Totals	276,534	293,759	17,225	Total Variance 2020/21 to 2021/22

OTHER INFORMATION

Nil values are reported in respect of Leases, Borrowings, Capital Reserves, Earmarked Reserves, Tenancies, Advertising and Publicity, Contingent Liabilities and Pensions.

BLAXTON PARISH COUNCIL				
EXPLANATION OF VARIANCE NOTES 2020/21 - 2021/22				
<u>Budget Headings</u>	<u>2020/21</u>	<u>2021/22</u>	<u>Var £</u>	<u>Comments</u>
<u>Administration - Running Costs</u>				
<u>Office Equipment, Materials and Stationery</u>				
Ink and Paper	95.46	116.01	20.55	Difference in ink quantity purchased
MS Office 365 Subscription	62.59	0.00	-62.59	Moved to Budget below from 2021/22
PC Rebuild	0.00	45.00	45.00	One-off 2021/22
Webcams for 2 Members	160.00	0.00	-160.00	New 2020/21 for Zoom Meetings
PC Support - Virus removal	40.00	0.00	-40.00	One-off in 2020/21
Advertisements	30.00	0.00	-30.00	One-off in 2020/21
Office Equipment, Materials and Stationery	388.05	161.01	-227.04	
<u>Office 365 and Financial Management Software(FMS)</u>				
MS Office 365 Subscription	0.00	259.08	259.08	Monthly Office 356 Business Subscription from March 2021. Transferred to Annual Licence from 07/02/22 - See below.
NCE Agreement Office 365 Licences Annual Subscription to 07/02/2023	0.00	367.20	367.20	First year of annual licence fee - previously monthly
Scribe Accounts (FMS) Annual Subscription 01/02/22 - 31/01/23	0.00	485.00	485.00	New annual subscription from 01/02/22 - includes initial one-off setup fee of £197 in 2021/22
Office 365 and Financial Management Software(FMS)	0.00	1,111.28	1,111.28	
<u>Blaxton Playing Field</u>				
<u>Maintain Playing Field Equipment</u>				
Annual Safety Inspection	67.50	67.50	0.00	No change
Implement Safety Recommendations	0.00	211.00	211.00	No costs in 2020/21
Maintain Playing Field Equipment	67.50	278.50	211.00	
<u>Grounds Maintenance Including Fencing</u>				
Gang Mow Field	545.72	602.25	56.53	14 cuts at 38.98 2020/21 15 cuts at 40.15 2021/22
Perimeter spraying and strimming around play equipment	70.00	40.00	-30.00	Strim only in 2021/22
Field gate chain	0.00	5.92	5.92	One-off 2021/22
Grounds Maintenance	615.72	648.17	26.53	
<u>New Equipment</u>				
Covid-19 Signs	18.00	0.00	-18.00	One off 2020/21
New Equipment	18.00	0.00	-18.00	
Waste Bin Emptying	151.28	304.94	153.66	

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EXPLANATION OF VARIANCE NOTES 2020/21 - 2021/22				
<u>Budget Headings</u>	<u>2020/21</u>	<u>2021/22</u>	<u>Var £</u>	<u>Comments</u>
Blaxton Playing Field	852.50	1,231.61	373.19	
<u>Joint Playing Field Emptying Dog Waste Bin</u>				
Dog Waste Bin	180.58	304.94	124.36	2020/21 - 9 @ £5.74 and 22 @ £5.86
Covid variations 2020/21				2021/22 - 13 @ £5.86 and 38 @£6.02
Joint Playing Field Dog Waste Bin	180.58	304.94	124.36	
<u>War Memorial and Street Furniture</u>				
Dog Waste Bins emptying - Mosham Road - Covid variations	134.78	299.08	164.30	2020/21 - 0 @ £5.74 and 23 @ £5.86 2021/22 - 12@ £5.86 and 38 @ £6.02
<u>Planters (4) Maintenance and Planting</u>				
Summer Planting and watering	347.00	347.00	0.00	No change
Autumn Planting	347.00	347.00	0.00	No change
Planter Maintenance and Planting	694.00	694.00	0.00	
<u>War Memorial Maintenance</u>				
War Memorial Maintenance	45.00	0.00	-45.00	2020/21 - one weeding visit 2021/22 - no weeding needed
Electrical Safety Check	95.00	0.00	-95.00	Not required in 2021/22
Tidy site, render and paint rear wall	0.00	295.00	295.00	One-off need in 2021/22
War Memorial Maintenance	140.00	295.00	155.00	
<u>Street Furniture including Trees - New, Repair, Maintain</u>				
Annual Seat Maintenance	240.00	275.00	35.00	Variation in staining/painting needs
Contribution to Memorial Seat	25.00	0.00	-25.00	One-off in 2020/21
Road Traffic Sign	51.00	0.00	-51.00	One-off in 2020/21
Street Furniture including Trees - New, Repair, Maintain	316.00	275.00	35.00	

Explanation of variances – pro forma

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

County area (local councils and South Yorkshire

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 onwards:** 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).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	11,303	140,091				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	24,660	24,130	-530	2.15%	NO		
3 Total Other Receipts	122,192	9,469	-112,723	92.25%	YES		2021/22 - Increases in VAT recovery +£8,591.57 and Bank Interest +£8.93. Section 106 Grant in 2020/21 was a one-off -£121,323. Variance = -121,323 + 8,600.50 = £112,722.50
4 Staff Costs	6,416	6,957	541	8.43%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	11,648	74,818	63,170	542.32%	YES		Please see attached Appendix A
7 Balances Carried Forward	140,091	91,915			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	See Reserves Tab
8 Total Cash and Short Term Investments	140,091	91,915				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	276,534	293,759	17,225	6.23%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked Reserves for Projects on Joint Playing Fields Funded from S106 Grant of £121,323 received in 2020/21:			
Field Enlargement Project	25070		
Field Improvement Project	29267		
CCTV	2995		
Tennis Courts	1400		
Play Area Overspend	-4877		
Administration	1872		
Contingency	11006		
		66733	
General reserve	25182		
		25182	
Total reserves (must agree to Box 7)			91915