

Mere Town Council

TOWN CLERK - MRS. L. C. WOOD

Duchy Manor
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Mere,
Warminster,
Wiltshire
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Financial year ending 31 March 2016– Explanation of significant variances.

Prepared by Mrs. Lindsey Wood, Clerk and Responsible Financial Officer

16th June 2016

Identifying which variances require explanation:

Box on section	2015 £	2016 £	Variance Increase (+) or decrease (-) (2016 less 2015) £	% (Variance divided by 2015 figure multiplied by 100)	Explanation required? Less than £250? – NO More than 15% - YES Less than 15% - NO
Box 1					
Box 2 Precept	99,221	105,002	+17851	5.83%	NO
Box 3 Total other receipts	69,020	44,646	-24,374	35.31%	YES
Box 4 Staff costs	65,784	73,307	+7,523	11.44%	NO
Box 5 Loan interest/capital repayments	NIL	NIL	---	---	NO
Box 6 All other payments	113,586	78,734	-34,852	30.68%	YES
Box 9 Total fixed assets	1,122,811	1,228,270	+105,459	9.39%	NO

BOX NO. 3 – TOTAL OTHER RECEIPTS																																																
Figure in 2015 column		69,020																																														
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Variance		-24,374 (35.31%)																																														
REASON(S)		AMOUNT																																														
<p>Reason 1 - Donations & Grants</p> <p>Our donations & grants income has decreased by over 39% in the year ending 31.3.16. This is mostly attributed to the fact during the 2014/15 financial year we carried out some capital works as part of our Higher Level Stewardship Scheme with Natural England and we received grants to help with that work. Also our Localising Council Tax Support Grant received from Wiltshire Council was reduced by 27% during the 2015/16 financial year. Other compensating factors are shown in the table below:</p> <table border="1"> <thead> <tr> <th>2014/15</th> <th>Donations & Grants</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>2400.00</td> <td>Area Board Grant towards fencing on Castle Hill</td> <td></td> </tr> <tr> <td>1400.00</td> <td>Donations towards new public access defibrillator</td> <td></td> </tr> <tr> <td>3121.00</td> <td>Higher Level Environmental Stewardship Grant (capital payment)</td> <td>-122.00</td> </tr> <tr> <td>1910.76</td> <td>Higher Level Environmental Stewardship Grant (excluding capital payment)</td> <td>1590.00</td> </tr> <tr> <td>450.00</td> <td>Grant for Football Stadia</td> <td></td> </tr> <tr> <td>175.00</td> <td>Donations towards events</td> <td>750.00</td> </tr> <tr> <td>-3000.00</td> <td>Grants towards skate park</td> <td></td> </tr> <tr> <td>7098.11</td> <td>Wiltshire Council – Localising Council Tax Support Grant</td> <td>5181.62</td> </tr> <tr> <td>100.00</td> <td>Donation towards new flag</td> <td></td> </tr> <tr> <td>270.00</td> <td>Donation towards office facilities</td> <td>212.00</td> </tr> <tr> <td>464.72</td> <td>Donation towards memorial seat</td> <td></td> </tr> <tr> <td></td> <td>Grant towards river conservation</td> <td>1000.00</td> </tr> <tr> <td>190.00</td> <td>Donation towards grounds maintenance</td> <td>228.00</td> </tr> <tr> <td>14579.59</td> <td>TOTAL</td> <td>8839.62</td> </tr> </tbody> </table>		2014/15	Donations & Grants	2015/16	2400.00	Area Board Grant towards fencing on Castle Hill		1400.00	Donations towards new public access defibrillator		3121.00	Higher Level Environmental Stewardship Grant (capital payment)	-122.00	1910.76	Higher Level Environmental Stewardship Grant (excluding capital payment)	1590.00	450.00	Grant for Football Stadia		175.00	Donations towards events	750.00	-3000.00	Grants towards skate park		7098.11	Wiltshire Council – Localising Council Tax Support Grant	5181.62	100.00	Donation towards new flag		270.00	Donation towards office facilities	212.00	464.72	Donation towards memorial seat			Grant towards river conservation	1000.00	190.00	Donation towards grounds maintenance	228.00	14579.59	TOTAL	8839.62		-5739.97
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<p>Reason 2 - Policy R2 Developers Contributions</p> <p>The Town Council received £16810.40 during the 14/15 financial year: £7706 was towards the new skatepark and £9104.40 was towards some new play equipment for Castle Hill Play Area. We received no Policy R2 Developers Contributions during the 2015/16 financial year.</p>			-16,810.40																																													
<p>Reason 3 - Sale of Assets</p> <p>The Town Council received £1007.68 for the sale of assets during the 2014/15 financial year. This was for the sale of logs (£150), sale of protective clothing (£20.08), the sale of scrap metal (£37.60) and the sale of our old vehicle (£800). In comparison, we received only £405 during the 2015/16 financial year. This was for the sale of logs (£375) and the sale of a shed (£30)</p>			-602.68																																													
			Total -23,153.05																																													
UNEXPLAINED			-1220.95(1.77%)																																													
I can confirm that the unexplained amount is less than 15% of the 2015 figure																																																

BOX NO. 6 – ALL OTHER PAYMENTS																							
Figure in 2015 column		113,586																					
Figure in 2016 column		78,734																					
Variance		-34,852 (30.68%)																					
REASON(S)	AMOUNT																						
Reason 1 – Buildings The Town Council spent only £93.36 on the maintenance of its buildings during the 2014/15 financial year. However, we have spent £16,175.18 on the maintenance of our buildings during the 2015/16 financial year (We have had our Town Clock Tower refurbished at a cost of £15675.21)	+16,081.82																						
Reason 2 - Car Parks The Town Council spent £5385.20 on the two car parks that we lease from Wiltshire Council during the 2014/15 financial year (most of this goes on rates). During the 2015/16 financial year, the expenditure was £5873.98 – a similar amount was spent on rates but we also spent £480 on line markings)	+488.78																						
Reason 3 – Capital Spending Below is a breakdown showing the variances in Capital Spending during the two financial years:																							
	<table border="1"> <thead> <tr> <th>2014/15</th> <th>Capital Spending</th> <th>2015/16</th> </tr> </thead> <tbody> <tr> <td>1415.48</td> <td>New seats/benches/litter bins/lighting</td> <td></td> </tr> <tr> <td>6458.17</td> <td>Grounds equipment</td> <td>154.98</td> </tr> <tr> <td>2020.00</td> <td>Public Access Defibrillator</td> <td></td> </tr> <tr> <td>9104.40</td> <td>Play Equipment</td> <td></td> </tr> <tr> <td>27636.73</td> <td>Skate Park</td> <td></td> </tr> <tr> <td>46634.78</td> <td>TOTAL</td> <td>532.58</td> </tr> </tbody> </table>	2014/15	Capital Spending	2015/16	1415.48	New seats/benches/litter bins/lighting		6458.17	Grounds equipment	154.98	2020.00	Public Access Defibrillator		9104.40	Play Equipment		27636.73	Skate Park		46634.78	TOTAL	532.58	-46,102.20
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Reason 4 – Environment Plan & HLS Scheme The Parish Council has entered into a Higher Level Stewardship Scheme with Natural England for one of our open spaces. During the 2014/15 financial year, the Parish Council's expenditure of £11,963.74 related to scrub clearance, stock proof fencing and an archaeological survey. (Some of the capital outlay for fencing was grant funded – as shown in Box 3) During the 2015/16 financial year our expenditure on this was only £185.12	-11,778.62																						
Reason 5 – Entertainment During the 2015/16 financial year, the Town Council paid £1000 for fireworks to be let off to commemorate 70 th anniversary of VE day under S.145 of Local Govt. Act 1972. We had no such expenditure during 2014/15 financial year.	+1000.00																						
Reason 6 – Street Cleaning During the 2014/15 financial year, the Town Council spent £234.02 on sundries for street cleaning (bin liners, litter pickers, protective gloves etc). However, during the 2015/16 financial year, Wiltshire Council informed us that they were not going to collect all our rubbish anymore without paying a collection fee and so we had to pay a commercial waste collection fee of £792.49. The total expenditure on Street Cleaning for the 2015/16 financial year being £1028.37	+794.35																						
Reason 7 – Walnut Road Play Area During the 2014/15 financial year, the Town Council only spent £29.90 on maintenance & repairs of our Walnut Tree Play Area. During the 2015/16 financial year we spent £382.50 on maintenance/repairs of this play area.	+352.60																						
	Total -39164.30																						
UNEXPLAINED	-4312.30 (3.80%)																						
I can confirm that the unexplained amount is less than 15% of the 2015 figure.																							

Signed

Mrs. Lindsey Wood, Town Clerk & Responsible Financial Officer

**Mere Town Council
Wiltshire**

Reconciliation between Box 7 and Box 8 in Section 1 (year ended 31st March 2016)

	£	£
A	Figure in Box 8 of 2016 column of the Annual Return	96402.00
B	Less Creditors at 31st March 2016	
	Chairman's Expenses	-320
	HMRC - PAYE Q4	-3177.55
	Contribution towards traffic management scheme	-1500
	Donation (Recreation Ground)	-8500
	Allotment rentals 2016/17	-954.26
		-14451.81
C	Plus Debtors at 31 March 2016	
	Cemetery fees	461
	Forest Deer Leaseholders	32
	Recreation Ground (Maintenance Charges)	8312.46
	HMRC - VAT claim	1243.11
		10048.57
D	Figure in Box 7 of 2016 column of the Annual Return	91998.76