

## Explanation of significant variances

Box No.	This year (£)	Last year (£)	Difference (£)	Difference (%)	Explanation
2	16360	16110	250	1.5	Precept increased following budget setting process in order to allow for increased costs such as insurance premium increase, grounds maintenance etc
3	5032	11845	-6813	-57	*Please refer to separate sheet
4	4168	11007	-6839	-62	*Please refer to separate sheet
6	29441	12190	17251	142	*Please refer to separate sheet  A grant of £9354 was received during the year 2019/2020 for repairs to a historic structure in the Council's ownership. This work was carried out during the year 2020/2021  The Council also contributed towards the total cost of the project using reserves allocated giving a total spend of £11361 (excl VAT which was reclaimed).
7	15781	27998	12217	-43	In addition, £1590 was spend on furniture using the remainder of an Awards of All Grant received in the previous year.  Increased spend on one-off projects was therefore £12951, off-set against lawnmower repairs costing £478 the previous year giving a difference of £12473.  The balance being as a result of minor increases/decreases across various areas.
9	582883	581293	1590	0.3	Increase of £1590 being the purchase price of additional furniture purchased during the year.

### Box 3 - Other receipts

Box No.	This year (£)	Last year (£)	Difference (£)	Difference (%)	Explanation
					Differences of:
					LCTSS grant
					+199
					VAT Reclaims
					+2365
3	5032	11845	-6813	-57	CDCF Grant
					-9354
					Bank Interest
					-23
					<hr/>
					-6813

### Box 4 – Staff Costs

Box No.	This year (£)	Last year (£)	Difference (£)	Difference (%)	Explanation
					Development Officer role ended in March 2020, resulting in a reduction of £6000 across staff costs.
					Wages payments for the month March 2019 (from year 2018/2019) did not clear until April 2019 (year 2019/2020), therefore increasing last year's staff costs by £799 above the usual amount. This was not repeated in the year 2020/2021.
4	4168	11007	-6839	-62	
					The difference between last year and this year is:
					(a) end of the development officer role and consequent reduction in cost
					(b) the additional payment of £799 falling into last year's figure
					(c) a small increase in the clerk's wages this year as a result of the local government pay agreement.

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**Box 6 - All other payments**

Box No.	This year (£)	Last year (£)	Difference (£)	Difference (%)	Explanation
6	29441	12190	17251	142	

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Refurbishment of historic building	<b>13633</b>
Maintenance of public access wifi system	<b>882</b>
Purchase of furniture	<b>1908</b>
Repairs to play area/grounds maintenance	<b>1000</b>

**£17423**

Remainder accounted for by various small additional spend/saving eg no purchases of dog waste bags or donations were made during the current year, no mole treatment was required etc.

## Cornsey Parish Council

### Bank Reconciliation - Year ending 31 March 2021

#### Balances as per bank statements at 31 March 2021

Virgin Money Current	6,237.38	
Barclays Current	2,140.00	
Barclays Business Savings	<u>7,335.94</u>	
		15,713.32
Petty Cash		67.68

#### Less unrepresented cheques at 31 March 2021

	<u>0</u>	
		0

#### Add unbanked cash at 31 March 2021

	<u>0</u>	
		0

NET BALANCE AT 31 MARCH 2021	<u>15,781.00</u>
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#### Cash Book

Opening balance at 1 April 2020	27,997.89
Add RECEIPTS during year	21,391.73
Less PAYMENTS during year	<u>-33,608.62</u>

CLOSING BALANCE AT 31 MARCH 2020	<u>15,781.00</u>
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Explanation of 'no' responses to Annual Governance Statement

The Council has answered 'no' to Box 5 (We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required) of the Annual Governance Statement.

This is because the Council's Risk Assessment was not formally reviewed by the Council during the financial year 2020/2021.

The Risk Assessment was reviewed at a meeting of the Council held on 29 January 2020, and again at a meeting of the Council held on 28 April 2021. It will be noted that these neither of these meetings fell within the financial year of 2020/2021.

The reason for this was the difficulty experienced in holding remote meetings; part of the parish does not have broadband internet affecting some members' ability to participate in virtual meetings while other members' only access to online meetings was via smartphone. To overcome these issues, meetings were held by telephone conference at which, initially, the agenda was restricted to major items such as setting of the precept so as to be able to assess the effectiveness of the meetings and concentrate on key decisions in a format unfamiliar to all participants.

The experience of the January and March telephone meetings was such that it was felt logical and appropriate to include additional items on the April agenda, at which stage the review of the Risk Assessment was undertaken.

Regrettably, and unnoticed at the time, this has resulted in the Risk Assessment not being formally reviewed by the Council during the financial year.

It should be noted, though, that:

- The Clerk keeps the risk assessment under continuous review as part of his role and it was reviewed and updated by him, acting under delegated powers, in July 2020 to reflect actions required as a result of the covid pandemic
- The internal controls previously introduced by the Council to deal with identified risks have remained in place, as has the insurance cover previously agreed by the Council as being necessary and appropriate
- The Risk Assessment was reviewed at a meeting held on 28 April 2021 as part of the Council's business as usual processes, prior to the matter being highlighted by the internal auditor

In order to avoid a repeat of this situation, the Council will ensure that the Risk Assessment is formally reviewed as a standing item at a meeting of the Council each year, as it has been in previous years prior to the disruption caused by the covid pandemic.