

**Explanation of Variances 2016-17**  
**Kirkbymoorside Town Council**  
**Financial year ending 31 March 2017**

<b>Section 1</b>	<b>2015/16 £</b>	<b>2016/17 £</b>	<b>Variance (+/-) £</b>		<b>Detailed explanation of variance of more than 15% (with amounts £)</b>
<b>Box 1</b> Balances brought forward	160,913	183,229	+22,316	13.9%	NA
<b>Box 2</b> Annual Precept	73,500	73,500	0	0%	NA
<b>Box 3</b> Other income	26,749	19,978	-6,771	25.3%	Difference of <b>£12,113</b> (-45% variance) accounted by a reduced VAT refund from 2015/16 expenditure (£3,951) in comparison to the VAT refund from 2014/15 expenditure (£16,064) which was largely attributable to expenditure of £13,000 costs for remedial repairs and upgrade to the Old Road skate park carried out in 2014/15 and £38,532 for the completion of the development of the Moorside Room in 2014/15.
<b>Box 4</b> Staff costs	16,067	18,541	+2,474	15.4%	The variance is accounted for by increases to the NJC payscales and a review of the town clerks salary following successful completion of the CiLCA qualification and review of the salary scale in accordance with the CPALC pay check recommendation. Minute 15191c) dated 15.02.2016: The recommendations received from the Staffing Committee were considered and it was agreed to increase the Town Clerks salary to NJC salary point 25 in accordance with item 6.2 of the Contract of Employment, to be back dated to 1st January 2016. It was noted that the National Joint Council for Local Government Services 2016-17 Payscales & Allowances have not yet been decided and agreed that at such a time as the salary scales are published the clerks salary will be amended with effect of the applicable date. Minute 16142 dated 20.12.2016: a) It was noted that in accordance with condition 7. of the Contract of Employment, one NJC salary point has been added to the Town Clerks salary for success in obtaining the Certificate in Local Council Administration; b) It was noted that the NJC

					<p>payscale for 2016-2017 have been implemented and backdated to 1 April 2016 and new paycales for 2017-2018 will be implemented from 1 April 2017 in accordance with Minute 15014S of the Staffing Committee</p> <p>Minute 16171 dated 16.01.2017: a. It was noted that the Town Clerks annual appraisal was carried out on 5 January 2017; b. Recommendations were received from the Staffing Committee; c. The recommendations received from the Staffing Committee and it was agreed to revise point 6.2 on the Contract of Employment to increase progression on the salary scale (to pt 34), Scale LC2 ("Substantive Benchmark Range") and to increase the Town Clerks salary to point 32 in accordance with the CPALC pay check recommendation.</p>
<b>Box 5</b> <i>Loan interest/capital</i>	0	0	0	0	N/A
<b>Box 6</b> <i>Other payments</i>	61,866	82,774	+20,908	33.8%	<p><b>(+ £11357)+ 18.4% variance accounted as follows:</b></p> <p><b>£1000</b> variance is attributable to the 2016/17 charges for the Vehicle Activated Sign (Minute 15098 a. The installation of one temporary vehicle activated sign(VAS)that display a 30 or 40mph speed limit with two sockets at a cost £4000 + VAT was approved.)</p> <p><b>£1720</b> variance is attributable to the purchase and installation costs of the Community defibrillator (Minute 16022 a. It was agreed to purchase a community defibrillator from Yorkshire Ambulance Service at a cost of £1524 (inclusive of VAT); b. A ceiling budget of £300 for the installation of the community defibrillator was agreed.)</p> <p><b>£1940</b> variance is attributable to the purchase and delivery charges for the 20ft storage container (Minute 16166 a.The options available for the purchase of a 20ft storage container, to be sited at the sportsfield were considered; b. It was agreed to purchase a storage container to be sited at the sportsfield at a cost of £1,725, plus the £175 delivery charge and purchase of a specialist padlock @ £40 (all excluding VAT).)</p> <p><b>£2551</b> is attributable to the costs of the Tour de Yorkshire 'Kirkby Day' event including: hire of a 12sqm screen for live streaming of the Tour de Yorkshire; hire of 4 no. port-a-loos; hire of bouncy castle; face painting and children's entertainment; decorations (incl bunting, paints, sign writing, posters etc); remedial repairs to the brickwork on the A170 roundabout; the cost of collection of arisings from the last cut of the A170 verges prior to the event; concessionary car parking charges for the Town Farm car park. (Minutes 15159 and 15176).</p> <p><b>£3456</b> is attributable to the legal charges associated with the sports club leases and licenses (Minute 13266 The Town Clerk provided a brief report detailing advice received from Hedleys</p>

					<p>Solicitors pursuant to minute 13196a) dated 20 January 2014 for the standardisation of leases for all the buildings and a licence of the pitches. It was agreed to follow this advice at a cost of up to £5000, being the estimation of charges to register the freehold with the Land Registry and produce and administer the leases and pitch licence.)</p> <p>£690 variance is attributable to the purchase of new Christmas lights and the introduction of charges for the PAT testing and electrical installation of the Christmas lights, previously carried out at no charge (Minute 15143 c. A ceiling figure of £250 was agreed to upgrade the Town Tree Christmas lights to include an illuminated star for the top of the tree. It was agreed to approach the Christmas tree scheme organisers to determine the feasibility of increasing the number of small trees and brackets. It was agreed to authorise the Town Clerk to undertake this project. Minute F16008 It was noted that C W Strickland &amp; Son Ltd propose to charge for the PATT Testing and electrical installation of the Christmas lights, previously provided at no charge as a service to the community. It was agreed to make recommendation to the Council that additional quotations be obtained from local electricians for consideration by the full council; Minute 16100 d. It was agreed to amend agenda item 6d. to consider the two quotations received for PATT Testing and electrical installation of the town Christmas lights and agree to appoint a contractor. Cllr Coughlan proposed a motion to accept the quotation for £400. The motion was approved.</p>
<b>Box 7</b> <i>Balances carried forward</i>	183,229	175,391	-7,838	4.3%	
<b>Box 9</b> <i>Fixed assets &amp; long term assets</i>	441,210	442,935	+1,725	0.4%	
<b>Box 10</b> <i>Total borrowings</i>	0	0	0	0	N/A

Lisa Bolland  
Responsible Financial Officer  
11.05.2017