

Explanation of variances – pro forma

Name of smaller authority: [REDACTED]

County area (local councils and parish meetings only): [REDACTED]

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:** 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).

	20xx/xx £	20xx/xx £	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	13,682	20,517				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	20,074	16,452	-3,622	18.04%	YES		In 19-20 the precept was larger than in either neighbouring year to ensure that the reserves could withstand risk.
3 Total Other Receipts	2,650	1,791	-859	32.42%	YES		In 19-20, we received a £1,000 grant for works on the Cross monument, which made the overall receipt total much higher than normal.
4 Staff Costs	4,024	4,607	583	14.49%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	11,865	14,419	2,554	21.53%	YES		Expenditure of the £1,000 grant for the Cross monument, and a programme to refurbish the parish noticeboards, resulted in a higher spend, but this was anticipated and built into the budget.
7 Balances Carried Forward	20,517	19,734			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments						VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	73,736	75,636	1,900	2.58%	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