

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);
- 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).

	2018/19 £	2019/20 £	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	61,072	18,437				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	32,000	32,000	0	0.00%	NO		
3 Total Other Receipts	11,997	26,914	14,917	124.34%	YES		Higher in 2019/20 due to HMRC PAYE receipt of £5010.00 for Maternity Leave, plus £5000.00 grant for memorial garden works, plus £1780.00 refund for over payment on utilities
4 Staff Costs	9,224	13,685	4,461	48.36%	YES		As per box 3 because of maternity leave but this is offset with HRMC PAYE receipt
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	77,408	37,225	-40,183	51.91%	YES		In 2018/19 this included major project works of £30,000.00 to redevelop the parish hall car park.
7 Balances Carried Forward	18,437	26,441			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	18,437	26,441				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	225,450	225,450	0	0.00%	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