

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	6,316	6,162				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	£1 rounding error
2 Precept or Rates and Levies	2,675	3,419	744	27.81%	YES		Precept increased to cover increase in clerk's working hours £744
3 Total Other Receipts	3,269	6,486	3,217	98.41%	YES		Ward Grant £3500 received, earmarked reserve for work in 2020/21
4 Staff Costs	3,106	3,187	81	2.61%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,993	3,458	465	15.54%	YES		Increased general expenditure £465
7 Balances Carried Forward	6,161	9,422			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	Explanation given on reserve tab
8 Total Cash and Short Term Investments	6,162	9,422				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	0	0	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