

Explanation of variances – pro forma

Name of smaller authority:

County area (local councils and parish meetings only):

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	4,151	4,015				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	3,126	3,895	769	24.60%	YES		Requested precept increased from 3126 to 3895 in anticipation of war memorial cleaning (now deferred to 2020/21)
3 Total Other Receipts	666	391	-275	41.29%	YES		2018/19 included £455 grant for footpath map, £30 overpayment refund and £59 transition grant. 2019/20 included £199.98 bin stickers grant and £68 extra recycling income. Decrease is therefore 455+30+59-200-69=275
4 Staff Costs	1,200	1,680	480	40.00%	YES		Clerk salary increased from £1200 to £1680 - first review since 2011
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,728	1,847	-881	32.29%	YES		2018/19 included Footpath map £955 (-955). Other changes NALC +7, Clerks expenses +49, Audit expenses -2, Website fee -20, Election fee +75, village projects -3, Lophams news -30, software licence -22, travel expenses +20 Total -881
7 Balances Carried Forward	4,015	4,774			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	4,015	4,774				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	18,593	18,593	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