

## Explanation of variances – pro forma

Name of smaller authority: **Puncknowle and Swyre Parish Council**

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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	14,448	17,993				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	10,500	9,000	-1,500	14.29%	NO		
3 Total Other Receipts	6,832	2,040	-4,792	70.14%	YES	See note below	
4 Staff Costs	4,120	3,933	-187	4.54%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	9,667	5,160	-4,507	46.62%	YES	See note below	
7 Balances Carried Forward	17,993	19,940			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	
8 Total Cash and Short Term Investments	17,993	19,940				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	15,086	16,461	1,375	9.11%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		
					Box 3 Note	2018/19 Other income was £62 interest after fund raising activity is taken out 2019/20 Other income is interest £70, £450 funds raised for defibrillator and Community Infrastructure Levy receipts £1152.	
					Box 6 Note	2018/19 Payments net of Capex were £4006 2019/20 Payments net of Capex were £3784	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable