

## 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);
- 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).

	2019/2020 £	2020/21 £	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	17,993	19,940				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,000	9,400	400	4.44%	NO		
3 Total Other Receipts	2,040	1,397	-643	31.52%	YES		VAT recovered against expenditure of £632 was repaid after the year end.
4 Staff Costs	3,933	3,818	-115	2.92%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	5,160	9,268	4,108	79.61%	YES		Diff of £4,108 :Fixed Asset Purchases up £2,250 CILpayment 1,152,postage etc now in here of £373 (rather than in staff costs), Zoom £144, PC maintenance £100, SLCC new subscription £100
7 Balances Carried Forward	19,940	17,651			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	19,940	17,651				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	16,462	20,088	3,626	22.03%	YES		£3626 = cost of new fixed assets: Defibrillators £2800, Noticeboard £800, Laminator £26
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable