

Explanation of variances – pro forma

Name of smaller authority: **Gayton Scroop and Normanton on Cliffe 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);
- **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).

| | 2019/20 £ | 2020/21 £ | 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 | 4,448 | 855 | | | | Explanation of % variance from PY opening balance not required - Balance brought forward agrees | |
| 2 Precept or Rates and Levies | 8,000 | 8,750 | 750 | 9.38% | NO | | |
| 3 Total Other Receipts | 1,042 | 457 | -585 | 56.14% | YES | | VAT reclaimed in year 2019/20 and after year end 2020/21 (£523) |
| 4 Staff Costs | 4,990 | 2,165 | -2,825 | 56.61% | YES | | Clerk's post vacant from Apr - Jun 2020 and previous Clerk worked more hours (£2,825) |
| 5 Loan Interest/Capital Repayment | 0 | 0 | 0 | 0.00% | NO | | |
| 6 All Other Payments | 7,645 | 1,179 | -6,466 | 84.58% | YES | | Village gates purchased in 2019/20 (£1,029) and unauthorised payments of £2,490 in 2019/20 were reimbursed in 2020/21 (£2,490 x 2 = £4,980) |
| 7 Balances Carried Forward | 855 | 6,718 | | | NO | VARIANCE EXPLANATION NOT REQUIRED | |
| 8 Total Cash and Short Term Investments | 855 | 6,718 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 9 Total Fixed Assets plus Other Long Term Investments and | 18,585 | 18,585 | 0 | 0.00% | NO | | |
| 10 Total Borrowings | 0 | 0 | 0 | 0.00% | NO | | |