

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);
- **New from 2020/21 onwards:** 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).

	2020/21 £	2021/22 £	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	855	6,718				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	8,750	8,900	150	1.71%	NO		
3 Total Other Receipts	457	711	254	55.58%	YES		£246 VAT Rebate re 2020/21 not reclaimed until 2021/22 due to clerk vacancy. 2021/22 VAT rebate not yet claimed due to clerk vacancy.
4 Staff Costs	2,165	1,534	-631	29.13%	YES		(£631) reduction in Clerk salary due to vacancy,
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,179	4,874	3,695	313.42%	YES		(£2,490) credit in 2020/21 for unauthorised expenditure in 2019/20, expenditure of £997 on picnic benches, dog bins and benches in 21/22 and £480 planning consultancy report
7 Balances Carried Forward	6,718	9,920			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	6,718	9,920				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	18,585	19,502	917	4.93%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)