

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	8,454	25,545					
2 Precept or Rates and Levies	2,268	4,536	2,268	100.00%	YES		Precept increased as it did not cover operational costs (e.g. 22/23 budget: £7705). The decision to increase the precept was made prior to the majority of the covid-related grants being received.
3 Total Other Receipts	21,835	11,378	-10,457	47.89%	YES		Decrease in income through covid grants by 165.23% (£13,219). Increased hall hire income 80% (£495) VAT not claimed 20/21 (£1617) Fundraising 21/22 £320
4 Staff Costs	1,128	0	-1,128	100.00%	YES		The current clerk (an ex-councillor) is unpaid for 12 months from July 2021 as Acting clerk
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	5,884	9,759	3,875	65.86%	YES		Capital expenses increased 58% +£1200 due to replacement fridge, water heater and double glazed windows, asset maintenance increased 2336% +£701 due to replacement gateway, fire and safety increased 100% +£903 due to asbestos report and electrical testing, training increased 309% + £232 due to additional training uptake by cllrs and a new clerk, internal audit increased 100% +£138, water and electricity costs increased 56% +£247 due to increased hall useage, cleaning costs increased 234% +£391 due to increased hall usage
7 Balances Carried Forward	25,545	31,701			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	25,545	31,701				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	5,581	5,581	0	0.00%	NO		Reinstatement of 20/21 figure. Accounting procedure changed minute ref: 12.11/21
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable