

## Explanation of variances – pro forma

Name of smaller authority: **Shillingford 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).

	20xx/xx £	20xx/xx £	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	3,579	3,352				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	3,791	4,281	490	12.93%	NO		
3 Total Other Receipts	2,705	82	-2,623	96.97%	YES		Previous year a £2500 Rural Aid Grant was received to help pay for toilet renovations at the village hall. Also received was a £205 VAT reclaim. The only income received this year was a £82 VAT reclaim.
4 Staff Costs	2,250	1,747	-503	22.36%	YES		Previous year the outgoing Clerk claimed a lot of overtime for extra work undertaken and there was a small overlap when a new Clerk was appointed. This year has been quiet due to Covid-19 and the Clerk has done very little overtime - meaning a reduction in staff costs of £503.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,473	1,728	-2,745	61.37%	YES		Previous year the parish council contributed £2500 to the village hall toilet renovations. Also, renovated the noticeboards £224.
7 Balances Carried Forward	3,352	4,240			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	3,352	4,240				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	11,457	11,457	0	0.00%	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