

## 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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	28,196	24,749					
2 Precept or Rates and Levies	14,707	15,757	1,050	7.14%	NO		
3 Total Other Receipts	3,425	3,485	60	1.75%	NO		
4 Staff Costs	4,593	3,197	-1,396	30.39%	YES		Less hours worked - less project work with Neighbourhood Planning project
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	17,986	15,765	-2,221	12.35%	NO		
7 Balances Carried Forward	23,749	25,029			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	24,929	25,029				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	65,609	67,138	1,529	2.33%	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)