

## 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);
- 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).

	2017/18 £	2018/19 £	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	4,158	3,312				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,000	2,000	0	0.00%	NO		
3 Total Other Receipts	969	0	-969	100.00%	YES		Bank error £615.98 (reimbursement) Vat reclaim £353.50
4 Staff Costs	1,181	1,261	80	6.77%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6. All Other Payments	2,634	1,134	-1,500	56.95%	YES		
7 Balances Carried Forward	3,312	2,917			NO	VARIANCE EXPLANATION NOT REQUIRED	£616 x2 computer/bank error payment last yr, savings made this yr on same/similar head-ings of £394 = £1626. Additionl exp this yr not made last yr of £122. £1626-£122=£1504
8 Total Cash and Short Term Investments	3,312	2,917				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	2,473	2,473	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