

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;

	2022/23 £	2023/24 £	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	14,064	19,066				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	11,000	10,000	-1,000	9.09%	NO		
3 Total Other Receipts	4,125	2,228	-1,897	45.99%	YES		VAT reclaim for 22/23 covered 3 years that had not previously been recovered totaling 2002.87, 23/24 vat reclaim was only 864.73 2022/23 allotment rents included outstanding rents for previous year totalling £551.00, 2023/24 figure of £433 included current year only
4 Staff Costs	1,250	1,800	550	44.00%	YES		Staff costs for 2022/23 only covered part of the year as they had not clerk for a period of time, 2023/24 a clerk was employed for the full year
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,873	9,040	167	1.88%	NO		
7 Balances Carried Forward	19,066	20,454				VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	19,280	20,544				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	72,123		-72,123	100.00%	YES		
10 Total Borrowings			0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable