

## 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).

	2021/22 £	2022/23 £	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	40,551	34,604				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	11,000	11,000	0	0.00%	NO		
3 Total Other Receipts	3,164	9,916	6,752	213.41%	YES		Cemetery Fees significantly increased from 1/4/2022 bringing in £4000 in revenue. Arrears of LCC fees for parish grass-cutting collected adding £3,500 plus additional VAT refunds sought from HMRC bringing in £1000.
4 Staff Costs	5,380	4,089	-1,291	24.00%	YES		Regular hours worked without needing locum cover.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	14,730	20,399	5,669	38.49%	YES		New grass-cutting contracts in place from 1/4/2022 cost increase to 7000pa. Purchase of new benches, noticeboard 2139. Expenses for Jubilee events and grants 1000. Work began on preparing the reports needed for planning permission on the cemetery extension 3000.
7 Balances Carried Forward	34,605	31,032			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	34,604	31,032				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	5,786	7,923	2,137	36.93%	YES		Purchase of two benches and a new noticeboard adding 2139 to the value and removal of two £1 worth of assets.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

## Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
<b>Earmarked reserves:</b>			
Cemetery Extension	15000		
Defibrillator	500		
Playing Field	5000		
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
		<hr/>	
		20500	
<b>General reserve</b>	10532	<hr/>	
		10532	
<b>Total reserves (must agree to Box 7)</b>		<hr/>	<hr/> <hr/>
			<b>31032</b>