

Explanation of variances – pro forma

Name of smaller authority: **Great Warford Parish Council**

County area (local councils and parish meetings only): **Cheshire**

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).

	2019/20 £	2020/21 £	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	9,884	12,032				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	7,636	8,987	1,351	17.69%	YES		Increase in salary budget - £427; Increase in General Administration - £224; Increase in s.137 budget - £50; Increase in newsletter budget - £750; Increase in asset purchase budget - £100; Decrease in Parish Maintenance budget - (£200)
3 Total Other Receipts	305	216	-89	29.18%	YES	Explanation not required, difference less than £200	
4 Staff Costs	3,237	3,764	527	16.28%	YES		Increase in salary payments - £527
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,556	2,036	-520	20.34%	YES		Decrease in General Administration - (£93); Decrease in room hire - (£160); Decrease in website costs - (£270); Increase in newsletter costs - £40; Increase in Parish Maintenance & lighting - £9; Decrease in VAT reclaim - (£46)
7 Balances Carried Forward	12,032	15,435			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	12,032	15,435				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	12,735	12,735	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