

Explanation of variances – pro forma

Name of smaller authority: **Offham Parish Council**

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

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).

	20xx/xx £	20xx/xx £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	28,909	30,458				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	21,415	21,592	177	0.83%	NO		
3 Total Other Receipts	3,122	2,646	-476	15.25%	YES		interest, but £693 more HMRC refund and £331 other income, making a difference of £476
4 Staff Costs	9,417	9,588	171	1.82%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	13,571	14,382	811	5.98%	NO		
7 Balances Carried Forward	30,458	30,726			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	30,458	30,726				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	90,244	90,244	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