

Explanation of variances – pro forma

Name of smaller authority:

Shropham Parish Council

County area (local councils and):

Norfolk

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 (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	8,059	12,101				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,400	3,700	-700	15.91%	YES		The Council is no longer responsible for grass cutting at the Village Hall and the precept was therefore able to be reduced by £700
3 Total Other Receipts	2,987	3,389	402	13.46%	NO		
4 Staff Costs	2,154	2,884	730	33.89%	YES		The Clerk's salary was increased to bring it in line with salary scale.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,191	707	-484	40.64%	YES		Expenses not paid this year include Election (£75.00), Village Hall Hire (£60.00), Norfolk ALC 2020 Membership (£154.32), Office Expenses (£52.35), Use of Home Office (£35.00), Wheelie Bin Competition (£25.00)
7 Balances Carried Forward	12,101	15,599			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	0	0				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	0	0	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

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:

	£	£	£
Earmarked reserves:			
Defibrillator		3200	
Election		600	
			3800
General reserve		11799	
			11799
Total reserves (must agree to Box 7)			15599