

## Explanation of variances – pro forma

Name of smaller authority: **Spaldwick Parish Council**  
 County area (local councils and parish meetings only):

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);
- 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).

	2018/19 £	2019/20 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	75,169	77,503				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	10,405	10,405	0	0.00%	NO		
3 Total Other Receipts	5,298	1,414	-3,884	73.31%	YES		£3607.73 CIL money received in April 2018 & VAT refund of £826.06 received in October 2018. VAT refund for 2019-20 not yet completed and the majority of receipts for 2019-20 are for income from the Community Room which only became operational in January 2019.
4 Staff Costs	2,015	1,176	-839	41.64%	YES		For 2019- 20 Clerk on maternity leave for 9 months. Cleaner for community room employed from April 2019.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	11,354	10,492	-862	7.59%	NO		
7 Balances Carried Forward	77,503	77,654			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	77,503	77,654				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	34,857	42,797	7,940	22.78%	YES		Updated asset register with addition of Community room contents, allotment assets and office equipment not previously included.
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

	£	£	£
<b>Earmarked reserves:</b>			
Community room set-up costs			
Allotments set-up costs			
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
			0
<b>General reserve</b>			0
<b>Total reserves (must agree to Box 7)</b>			<u><u>0</u></u>

ear end: