

Explanation of variances – pro forma

Name of smaller authority: **Kenn 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).

	2017/18 £	2018/19 £	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	9,518	10,555				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	5,500	6,000	500	9.09%	NO		
3 Total Other Receipts	1,658	454	-1,204	72.62%	YES		There was a larger sum of VAT reclaimed (£1345.08) due to the purchase of speed signs.
4 Staff Costs	2,407	2,740	333	13.83%	NO		
5 Loan Interest/Capital Repayment			0	0.00%	NO		
6 All Other Payments	3,714	2,478	-1,236	33.28%	YES		(1)Consultant fee(£500) to comment on a contentious application (2)speed sign purchase(£580)
7 Balances Carried Forward	10,555	11,791			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments						VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	11,267	10,750	-517	4.59%	NO		
10 Total Borrowings			0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)