

Explanation of variances – pro forma

Name of smaller authority:

Stapleton Group Parish Council
(Herefordshire).

ACCOUNT YEAR ENDING:-

31st March 2021

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).

	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	4,200	7,447				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,400	9,400	0	0%	NO		
3 Total Other Receipts	738	0	-738	100%	YES		Grant
4 Staff Costs	1,425	1,617	192	13%	NO		NB Underpayment of one qrtr. salary (£75 - tax element missing), was re- paid this year + salary increase awarded which was paid from the last qrtr.
5 Loan Interest/Capital Repayment	1,849	1,849	0	0%	NO		
6 All Other Payments	3,616	3,689	74	2%	NO		
7 Balances Carried Forward	7,447	9,691			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	7,475	9,706				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	90	45	-45	50%	YES	Explanation not required, difference less than £200	Only asset recorded is a laptop which halves in value each year and will be written off next year
10 Total Borrowings	6,946	5,282	-1,664	24%	YES		Village Hall loan repayment reduction as 2 more payments made

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable