

Explanation of variances – pro forma

Name of smaller authority: **SILK WILLOUGHBY 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).

	2018/2019 £	2019/2020 £	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	5,826	3,547				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,000	4,200	200	5.00%	NO		
3 Total Other Receipts	492	454	-38	7.72%	NO		
4 Staff Costs	2,835	2,105	-730	25.75%	YES		New pay scales and back pay for Clerk
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,936	2,137	-1,799	45.71%	YES		Purchase of Speed Sign £1580 and Defibrillator £550.00
7 Balances Carried Forward	3,547	3,959			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	3,547	3,959				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	11,360	11,500	140	1.23%	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)