

Explanation of variances – pro forma

Name of smaller authority:

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).

	18/19 £	19/20 £	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	19,295	14,236								Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,970	2,970	0	0.00%	0	0	0	NO			
3 Total Other Receipts	22,432	0	-22,432	100.00%	1	0	1	YES			Usually only income is precept. However last year there was a NP grant (plan now complete) and income from village broadband fund to pay final BB invoice.
4 Staff Costs	0	0	0	0.00%	0	0	0	NO			
5 Loan Interest/Capital Repayment	0	0	0	0.00%	0	0	0	NO			
6 All Other Payments	30,461	3,202	-27,259	89.49%	1	0	1	YES			BB bill paid, Bush shelter repair and web site re-design in 18/19
7 Balances Carried Forward	14,236	14,004						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 Ass	0	0	0	0.00%	0	0	0	NO			
10 Total Borrowings	0	0	0	0.00%	0	0	0	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)											

CASHBOOK & BANK RECONCILIATIONS 2019/20											
CURRENT ACCOUNT											
Balance B/Fwd 31/3/19	14,236.29	Bank Statement issued 01 Mar 2020			14,889.37	Capital Reserves £		Revenue Reserves £			
Add Receipts	2,970.00	Less Unpresented cheques									
	£17,206.29		below		884.85						
Less Payments	-£3,201.77										
	£14,004.52					884.85					
					£14,004.52		£13,000.00		£	1,004.52	
							£0.00				
						242	100.00				
						243	28.96				
Capital Reserves						244	132.94				
						245	4.45				
Co-fund village path	£2,000.00					246	36.00				
Link Road Claverton	£5,000.00					247	582.50				
Meet NP Aspirations	£6000.00										
	£13,000.00										
					TOTAL		884.85				

Explanation for 'high' reserves				
(Please complete the highlighted boxes.)				
Box 7 is more than twice Box 2 because the authority held the f				
			£	£
				£
Earmarked reserves:				
	Repair village path		2000	
	A36/46 representatic		5000	
	Meet NP Aspirations		6000	
	Reserve 4			
	Reserve 5			
	Reserve 6			
	Reserve 7			
				13000
General reserve			1004	
				1004
Total reserves (must agree to Box 7)				14004