

Explanation of variances – pro forma

Name of smaller authority: **Hemingford Abbots 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, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	35,976	41,373				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	18,250	18,912	662	3.63%	NO		
3 Total Other Receipts	3,311	1,128	-2,183	65.93%	YES		In 2018/19 there was a higher VAT refund amount received of £3,183 while in 2019/20 only £993.
4 Staff Costs	6,093	5,521	-572	9.39%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	10,071	10,542	471	4.68%	NO		
7 Balances Carried Forward	41,373	45,350			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	41,373	45,350				VARIANCE EXPLANATION NOT REQUIRED	The PC owns the streetlights in the village and, as this is a depreciated asset, need to built a 'sinking fund reserve' to meet the cost of eventual replacement of the asset. Currently this allocated reserve amounts to £24,219.13.
9 Total Fixed Assets plus Other Long Term Investments and	133,249	133,249	0	0.00%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable