Explanation of variances – pro forma

Name of smaller authority: **Reepham Parish Council**

County area (local councils and parish meetings only):

Insert figures from Section 2 of the AGAR in al **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	49,416	51,224				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	7,900	8,150	250	3.16%	NO		
3 Total Other Receipts	6,982	5,682	-1,300	18.62%	YES	2018/19 Grants total £5438 (Neighbourhood Plan). 2019/20 Grants £4420 (Pathways) @£1000 difference.	
4 Staff Costs	2,756	2,350	-406	14.73%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	10,318	15,300	4,982	48.28%	YES	2019/20 Spends of £3820 on Pathway Mellors Close to Station Road and £1894 on Church Pathway accounts for £5914 excess.	
7 Balances Carried Forward	51,224	47,406				VARIANCE EXPLANATION NOT REQUIRED	
					YES	£15,743 held as Section 106 reserves. Remainder held for purchase of land for play area when available.	
8 Total Cash and Short Term Investments	51,224	47,406				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	12,238	12,238	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

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