

Explanation of variances – pro forma

Name of smaller authority:

Norton Parish Council
Gloucestershire

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).

	2017/18 £	2018/19 £	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	18,559	21,553				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	7,274	7,220	-54	0.74%	NO		
3 Total Other Receipts	293	186	-107	36.41%	YES	Explanation not required, difference less than £200	
4 Staff Costs	867	2,260	1,393	160.59%	YES	There was only a Clerk employed for part of the year in 2017/18 therefore the cost incurred was lower.	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,706	3,656	-50	1.35%	NO		
7 Balances Carried Forward	21,553	23,044			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			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

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
Norton Pond Restoration	700.00		
Norton Playground Development	12,000.00		
Norton Pond Legal Costs	1,200.00		
		<u>13,900.00</u>	
General reserve	9,144.00	<u>9,144.00</u>	
Total reserves (must agree to Box 7)			<u><u>23,044.00</u></u>