

**Explanation of variances – pro forma**

Name of smaller authority: [REDACTED]  
 County area (local councils and parish meetings only): [REDACTED]  
 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);  
 • New from 2020/21 onwards: variances of £100,000 or more require explanation regardless of the % variation year on year;  
 • 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).

	2020/21 £	2021/22 £	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	28,366	23,338								Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	15,771	15,306	-465	2.95%	1	0	0	NO			
3 Total Other Receipts	5,309	9,897	4,588	86.42%	0	1	1	YES		Grants and donations to community field project increase £2801.50; increased income re Bardwell Village News advertising £1970.00; reduced vat refund -£372.25; increase in allotment rent income £15.00; Less interest on bank accounts -£10.66. Total variance: £4,403.59 Plus Local Council Tax Support Grant paid with precept £185.00 - total £4,588.59	
4 Staff Costs	3,403	3,435	32	0.94%	0	0	0	NO			
5 Loan Interest/Capital Repayment	0	0	0	0.00%	0	0	0	NO			
6 All Other Payments	22,705	21,077	-1,628	7.17%	1	0	0	NO			
7 Balances Carried Forward	23,338	24,029						NO	VARIANCE EXPLANATION NOT REQUIRED		
8 Total Cash and Short Term Investments	23,338	24,029							VARIANCE EXPLANATION NOT REQUIRED		
9 Total Fixed Assets plus Other Long Term Investments and Ass	16,607	17,542	935	5.63%	0	1	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)										
	Clerk's Note This Document Revised 130922 due to LCTS grant having been incorrectly included with precept-figures amended accordingly as per conversation with PKF Marcus Taylor 130922										

<b>Explanation for 'high' reserves</b>				
(Please complete the highlighted boxes.)				
Box 7 is more than twice Box 2 because the authority held the followin				
			£	£
				£
<b>Earmarked reserves:</b>				
Reserve 1				
Reserve 2				
Reserve 3				
Reserve 4				
Reserve 5				
Reserve 6				
Reserve 7				
				0
<b>General reserve</b>				
				0
<b>Total reserves (must agree to Box 7)</b>				<b>0</b>