

## Explanation of variances – pro forma

Name of smaller authority: **Harmston 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);
- **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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority ( <u>must include narrative and supporting figures</u> )
1 Balances Brought Forward	11,484	17,607				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	RE-STATED due to incorrect unrepresented cheques amount at end of 2021 - should have been chq 992 £140, chq 976 £180 = net balance £17,407. Also petty cash of £200 was not included in Closing Balance = Balance of £17,607
2 Precept or Rates and Levies	14,150	14,150	0	0.00%	NO		
3 Total Other Receipts	1,761	1,384	-377	21.41%	YES		VAT refund for 2019-2020 and 2020-2021
4 Staff Costs	3,587	4,531	944	26.32%	YES		There were no staff costs April, May 2021 - saving £753
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	6,745	10,266	3,521	52.20%	YES		2021-2022 Lighting = £6756 v 2020-2021 Lighting =£1738
7 Balances Carried Forward	17,427	18,344			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	17,427	18,344				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	43,649	44,304	655	1.50%	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:

	£	£	£
<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>			<u>0</u>