

Explanation of variances – pro forma

Name of smaller authority: **Caston 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).

	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	7,584	11,263				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	10,600	10,600	0	0.00%	NO		
3 Total Other Receipts	6,785	8,241	1,456	21.46%	YES		This sum includes £7,000 Grant from the National Lottery towards the proposed play area.
4 Staff Costs	3,206	2,804	-402	12.54%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	10,500	4,341	-6,159	58.66%	YES		Last year the Parish Council donated £5,000 towards refurbishment of the Village Hall kitchen. increased donations towards the Village Hall Insurance - additional sum £190 and tree maintenance costs in the sum of £1,010.
7 Balances Carried Forward	11,263	22,959			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	11,263	22,959				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	66,172	66,172	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:			
Remembrance Book	Reserve 1	595	
Recreation & Village Hall	Reserve 2	201	
Grant - Breckland	Reserve 3	5196	
Grant - National Lottery	Reserve 4	7000	
Tree Maintenance	Reserve 5	1220	
Village Cross Repairs	Reserve 6	1100	
Election Expenses	Reserve 7	200	
			15512
General reserve		7447	
			7447
Total reserves (must agree to Box 7)			<u><u>22959</u></u>