

Explanation of variances – pro forma

Name of smaller authority: **Sutton Waldron 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).

	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	3,895	3,526				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,400	2,400	0	0.00%	NO		
3 Total Other Receipts	121	0	-121	100.00%	YES	Explanation not required, difference less than £200	
4 Staff Costs	1,365	1,285	-80	5.86%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,525	860	-665	43.61%	YES	See attached.	
7 Balances Carried Forward	3,526	3,781			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	3,526	3,781				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	1,750	1,750	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)

Explanation of Variances

6. All other payments	2018/19	2019/20	Comments
Website	635	225	In 2018/19 the PC paid for a new website, two new emails - £622 and the last payment for the Freeola website - £13. In 2019/20 the PC paid the website hosting fees and for the emails - £172 and £54 for the accessibility statement needed for the website to be compliant. NB 2019/20 figure has been rounded down instead of up.
Bench/The Spinney/signs	463	125	The other major expense in £2018/19 was the refurbishment of the bench - £124 and work undertaken in The Spinney - £320. The only expense in 2019/20 relates to emptying the dog bin.
Grant to A350	0	100	No grants were made in 2018/19
General Expenses	427	410	The Insurance cost £11 less in 2019/20. There was no payment made to the Village Hall in 2018/19 and only one training course was attended in 2019/20.
Total	1525	860	