

# Explanation of variances – pro forma

Name of smaller authority:  
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).

	20x x/xx £	20x x/xx £	Varia nce £	Varia nce %	Explan ation Requir ed?
1 Balances Brought Forward	56,019	60,701			<div style="background-color: #90EE90; padding: 5px;">Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b></div> <div style="background-color: #90EE90; padding: 5px;">Explanati on from smaller authority (<u>must include narrative and supporting figures</u>)</div>
					<div style="background-color: #90EE90; padding: 5px;">Explanati on of % variance from PY opening balance not required - Balance brought forward does not agree, query this</div>

2 Precept or Rates and Levies	45,000	47,000	2,000	4.44%	NO	
3 Total Other Receipts	6,919	5,769	-1,150	16.62%	YES	our VAT reclaims were -24%, Lengthsman reclaims -21% and bank interest +92%
4 Staff Costs	12,438	12,400	-38	0.31%	NO	
5 Loan Interest/Capital Repayment			0	0.00%	NO	
6 All Other Payments	34,800	37,463	2,663	7.65%	NO	
7 Balances Carried Forward	60,700	63,607			NO	VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	60,700	63,607				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and Assets	30,105	30,105	0	0.00%	NO	
10 Total Borrowings			0	0.00%	NO	

**Roundin  
g 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)**