

Explanation of variances – pro forma

Name of smaller authority: **Hepscott 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 | 24,411 | 30,083 | | | | Explanation of % variance from PY opening balance not required - Balance brought forward agrees | |
| 2 Precept or Rates and Levies | 11,220 | 11,500 | 280 | 2.50% | NO | | |
| 3 Total Other Receipts | 4,202 | 19 | -4,183 | 99.55% | YES | | Lower receipts as previous year included VAT refund of £1718 and donation towards new car park of £2480 totalling £4198 |
| 4 Staff Costs | 1,865 | 2,049 | 184 | 9.87% | NO | | |
| 5 Loan Interest/Capital Repayment | 0 | 0 | 0 | 0.00% | NO | | |
| 6 All Other Payments | 7,886 | 5,727 | -2,159 | 27.38% | YES | | Lower spending due to previous year's spend on repairs to car park of £2976 |
| 7 Balances Carried Forward | 30,083 | 33,826 | | | 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 | 30,083 | 33,826 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 9 Total Fixed Assets plus Other Long Term Investments and Assets | 163,599 | 166,419 | 2,820 | 1.72% | 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 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: | | | |
| Reserve 1 | 8,000 | | earmarked for possible legal help in next year |
| Reserve 2 | 4,000 | | earmarked for traffic calming project |
| Reserve 3 | | | |
| Reserve 4 | | | |
| Reserve 5 | | | |
| Reserve 6 | | | |
| Reserve 7 | | | |
| | | <hr/> | 12000 |
| General reserve | 21826 | <hr/> | 21826 |
| Total reserves (must agree to Box 7) | | <hr/> <hr/> | 33826 |