

## 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).

|  | 2018/2019<br>£ | 2019/2020<br>£ | Variance<br>£ | Variance<br>% | Explanation<br>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                                       | 30,083         | 33,826         |               |               |                          |   |  |
| 2 Precept or Rates and Levies                                    | 11,500         | 11,500         | 0             | 0.00%         | NO                       |   |  |
| 3 Total Other Receipts   | 19             | 61             | 42            | 221.05%       | YES                      | Explanation not required, difference less than £200   |  |
| 4 Staff Costs  | 2,049          | 2,113          | 64            | 3.12%         | NO                       |   |  |
| 5 Loan Interest/Capital Repayment                                | 0              | 0              | 0             | 0.00%         | NO                       |   |  |
| 6 All Other Payments   | 5,727          | 5,848          | 121           | 2.11%         | NO                       |   |  |
| 7 Balances Carried Forward                                       | 33,826         | 37,426         |               |               | YES                      | VARIANCE EXPLANATION NOT REQUIRED<br><br>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                          | 33,826         | 37,426         |               |               |                          | VARIANCE EXPLANATION NOT REQUIRED   |  |
| 9 Total Fixed Assets plus Other Long Term Investments and Assets | 166,419        | 166,419        | 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:

|   | £      | £ | £                   |
|---|--------|---|---------------------|
| <b>Earmarked reserves:</b>                  |        |   |                     |
| Reserve 1                                   | 10,000 |   |                     |
| Reserve 2                                   | 4,000  |   |                     |
| Reserve 3                                   | 1,500  |   |                     |
| Reserve 4                                   | 3,000  |   |                     |
| Reserve 5                                   |        |   |                     |
| Reserve 6                                   |        |   |                     |
| Reserve 7                                   |        |   |                     |
|   |        |   | 18500               |
| <b>General reserve</b>                      | 18926  |   |                     |
|   |        |   | 18926               |
| <b>Total reserves (must agree to Box 7)</b> |        |   | <u><b>37426</b></u> |

earmarked for possible legal help in next year  
earmarked for traffic calming project  
earmarked for new computer/printer set up for parish clerk (to purchase after Covid-19 regulations come to an end)  
earmarked for extra gardening services to complete tidy up in village - to be done after Covid-19 Regulations are ended