

Explanation of variances – pro forma

Name of smaller authority: **Utterby Parish Council**
 County area: **Lincolnshire**

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?	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	6,688	7,838				Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES
2 Precept or Rates and Levies	7,657	8,423	766	10.00%	NO	
3 Total Other Receipts	103	1,049	946	918.45%	YES	In 19/20 financial year we received the contribution for verge cutting from ELDC of £760.57 and also our VAT reimbursement was far higher (18/19 £103, 19/20 £288)
4 Staff Costs	2,501	2,020	-481	19.23%	YES	In the previous financial year I mistakenly included both mileage and working from home allowance in this amount which equates to £310. The previous year I was also a new Clerk taking over where no clerk had been in place for 6 months so had to do more hours.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	4,109	4,387	278	6.77%	NO	
7 Balances Carried Forward	7,838	10,903			NO	NOT REQUIRED
8 Total Cash and Short Term Investments	7,838	10,902				NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	9,970	10,104	134	1.34%	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)