

Explanation of variances – pro forma

Name of smaller authority: **Drayton 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);
- **New from 2020/21:** variances of £100,000 or more require explanation regardless of the % variation year on year;
- 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).

	2020/21 £	2020/21 £	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	239,690	274,036				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	160,000	163,200	3,200	2.00%	NO		
3 Total Other Receipts	111,542	115,178	3,636	3.26%	NO		
4 Staff Costs	54,872	76,732	21,860	39.84%	YES		The clerk was off ill for 5 months and a locum clerk was employed at the same hourly rate. This accounts for £17,715. The remaining £4144 represents pay increases to staff including additional costs of NI and pension contributions.
5 Loan Interest/Capital Repayment	0	55,426	55,426	#DIV/0!	#DIV/0!	#DIV/0!	£55425 represents the total amount of CIL forgone as repayment to the District Council of outstanding loan
6 All Other Payments	182,324	161,186	-21,138	11.59%	NO		
7 Balances Carried Forward	274,036	259,070			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	274,036	259,070				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	712,599	721,500	8,901	1.25%	NO		
10 Total Borrowings	64,200	8,774	-55,426	86.33%	YES		£55425 represents the total amount of CIL forgone as repayment to the District Council.

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable