

Explanation of variances – pro forma

Name of smaller authority: **Aylesbeare 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).

Explanation from smaller authority (**must include narrative and supporting figures**)

	2019/20 £	2020/21 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES
1 Balances Brought Forward	7,593	9,552				Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	7,400	7,622	222	3.00%	NO	
3 Total Other Receipts	1,565	4,088	2,523	161.21%	YES	Received £2794 from the defunct Youth Club to put towards the rec ground renewal in 2020/21 vs £1016 donations in 2019/20. Received £1292 CIL income in 2020/21 vs £538 in 2019/20.
4 Staff Costs	3,033	4,492	1,459	48.10%	YES	£327 staff costs proper to 2019/20 fin. year cashed in 2020/21 due to 1 bank error, & 2 slow banking by HMRC & Peninsula Pensions. New clerk joined a pension scheme - 21.1% employer cont. (£650) Increase in hourly rate from national agreement.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	3,973	6,171	2,198	55.32%	YES	Increase in expenditure of £2518 by cause: Donations due in 19/20 paid in 20/21 £ 350 Village Hall due in 19/20 paid in 20/21 £ 961 Extra training courses (new clerk) £ 94 Audit fees due to retirement of volunteer auditor & late fees for 2018/19 £ 216 New defibrillator purchased £ 663 New Zoom and Adobe software subs (Covid) £ 234
7 Balances Carried Forward	9,552	10,599			NO	VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	9,552	10,599				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	29,764	30,964	1,200	4.03%	NO	
10 Total Borrowings	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:

NOT REQUIRED

	£	£
Earmarked reserves:		
Recreation Fund	694	
Neighbourhood Plan	945	
CIL	1830	
Defibrillator	187	
Defunct Youth Club	2794	
	6450	
General reserve	4109	
	4109	
Total reserves (must agree to Box 7)		<u><u>10559</u></u>