

Explanation of variances – pro forma

Name of smaller authority:

Guist Parish Council

County area (local councils and

Broadland

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).

	2019-20 £	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	24,011	25,821				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	0	0	0	0.00%	NO		
3 Total Other Receipts	8,637	13,265	4,628	53.58%	YES	£4,500 donation for SAM sign.	
4 Staff Costs	3,691	4,912	1,221	33.08%	YES	With no records it is impossible to say.	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,136	5,633	2,497	79.62%	YES	Property Maintenance costs increased.	
7 Balances Carried Forward	25,821	28,541			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS	
8 Total Cash and Short Term Investments	25,821	28,541				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	211,500	211,500	0	0.00%	NO	no changes noted	
10 Total Borrowings			0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable