

## Explanation of variances – pro forma

Name of smaller authority: **Averham, Kelham and Staythorpe 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).

	2017/18 £	2018/19 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	5,237	5,614				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	3,121	3,270	149	4.77%	NO		
3 Total Other Receipts	804	2,400	1,596	198.51%	YES		This increase is due to raising £1500.00 for commemorating the Centenary of the First World War.
4 Staff Costs	950	1,159	209	22.00%	YES		This increase due to bringing clerk's wages in line with standard rates of pay.
5 Loan Interest/Capital Repayment			0	0.00%	NO		
6 All Other Payments	2,598	4,461	1,863	71.71%	YES		This increase is due to spending £2038.18 on projects commemorating the Centenary of the First World War, and a defibrillator purchase £780.00.
7 Balances Carried Forward	5,614	5,664			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	5,614	5,664				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	9,956	9,956	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 y

	£	£	£
<b>Earmarked reserves:</b>			
Reserve 1			
Reserve 2			
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
			0
<b>General reserve</b>			0
<b>Total reserves (must agree to Box 7)</b>			<u>0</u>

rear end: