

Explanation of variances – pro forma

Name of smaller authority: **Houghton 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

	2018/19 £	2019/20 £	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	21,540	17,610				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,000	10,500	1,500	16.67%	YES		Increase of precept by 1500
3 Total Other Receipts	5,966	9,749	3,783	63.41%	YES		Increases - Bank Interest +£66/Grants for NDP +£8981. Decreases - VAT reclaim - -£72/Community Benefit Fund Interest -£7/TVBC CIL Levy -£5095/Bank compensation payments - £90. Total = +£3783
4 Staff Costs	4,111	5,543	1,432	34.83%	YES		Increase to Clerk's Salary (from May 2019) plus increase to Clerk's hours by 0.5hr per week (from February 2020) +£1432
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	14,785	12,381	-2,404	16.26%	YES		Increases - Office expenses +£566/Subscriptions +£25/Trees - +£890/street lighting +£4/Neighbourhood plan - +£3810/Playground Inspections - +£32/Elections - +£24. Decreases - Grants -£975/VAT paid -£214/s137 -£462/Training -£183/Audit -£1360/Insurance -£10/Grass cutting -£100/Defibrillator -£201/V Hall refurb -£4250. - Total = -£2404
7 Balances Carried Forward	17,610	19,935			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	17,610	19,935				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	51,671	52,047	376	0.73%	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