

Explanation of variances – pro forma

Name of smaller authority: **Petrockstowe Parish Council**

County area (local councils and parish meetings only): **Devon**

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	7,923	8,553				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,300	4,300	0	0.00%	NO		
3 Total Other Receipts	265	60	-205	77.36%	YES		Loss of fundraising income (£87) due to Covid-19. VAT reclaim (£145) not yet processed.
4 Staff Costs	2,028	2,119	91	4.49%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,907	3,208	1,301	68.22%	YES		Increased precepts/donations (additional £785) to local amenities who lost income due to Covid-19. Increased use of consumables (£107)(sanitiser/defibrillator electrodes). Increased purchases (£290) of memorial/bereavement items.
7 Balances Carried Forward	8,553	7,586			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	8,553	7,586				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	56,123	53,822	-2,301	4.10%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)