

Explanation of variances – pro forma

Name of member authority: **SHIPBOURNE 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 onwards: 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).

	2020/21 £	2021/22 £	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	20,489	21,484			NO	Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	12,187	12,337	150	1.23%	NO		
3 Total Other Receipts	8,192	1,488	-6,704	81.94%	YES		In 2020/1 we received a grant for the village hall and farmers market
4 Staff Costs	5,863	5,483	-380	6.48%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	13,502	6,893	-6,609	48.95%	YES		In 2020/1 grant money was used to refurbish the village hall
7 Balances Carried Forward	21,483	22,933			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	21,484	22,933			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	11,060	11,060	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