

Explanation of variances – pro forma

Name of smaller authority: **Minsterworth Parish Council**
 County area (local councils and parish meetings only): Gloucestershire

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).

	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 (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	13,907	13,595				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	7,750	8,500	750	9.68%	NO		
3 Total Other Receipts	1,142	833	-309	27.06%	YES		18/19 £649 from The Villager 19/20 £4; 18/19 VAT £0 19/20 £348
4 Staff Costs	4,478	4,626	148	3.31%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,726	3,739	-987	20.88%	YES		18/19 Defib purchase £1515 19/20 £160; 18/19 VAT £325 19/20 £46
7 Balances Carried Forward	13,595	14,563			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	13,595	14,563				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	16,750	16,750	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

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