Explanation of variances – pro forma

Name of smaller authority: **Hunston Parish Meeting**

County area (local councils and Suffolk

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	10,647	17,824				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	0	0	0	0.00%	NO		
3 Total Other Receipts	9,675	10,651	976	10.09%	NO		
4 Staff Costs			0	0.00%	NO		
5 Loan Interest/Capital Repayment			0	0.00%	NO		
6 All Other Payments	2,498	3,441	943	37.75%	YES		Payments include exceptional grant for noticeboard
7 Balances Carried Forward	17,824	25,034			YES	VARIANCE EXPLANATION NOT REQUIRED **EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES**	
8 Total Cash and Short Term Investments	17,824	25,034				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	280,371	280,371	0	0.00%	NO		
10 Total Borrowings			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 year end:

	£	£	£
Earmarked reserves:			
Grants received in advance	1000		
Cottage repair fund	22061.31		
Current account	1972.93		
		25034.24	
General reserve			
		0	
Total reserves (must agree to Box 7)			**25034.24**