

Explanation of variances – pro forma

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

County area (local councils and parish meetings only): Norfolk

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 (must include narrative and supporting figures)
1 Balances Brought Forward	21,984	21,526				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	5,776	5,776	0	0.00%	NO		
3 Total Other Receipts	4,905	6,355	1,450	29.56%	YES		Catch up of RPA payments for ES Schemes £2016.50 received for previous year
4 Staff Costs	1,887	4,740	2,853	151.19%	YES		New Clerk employed (Jan 2019) on incr SCP & contractual hours
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	9,252	7,040	-2,212	23.91%	YES		Lawn Mower purchase in 18/19 £2283
7 Balances Carried Forward	21,526	21,877			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	21,526	21,877				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	155,620	211,283	55,663	35.77%	YES		Exercise to review assets Jan 2020. Re-stated
10 Total Borrowings	0	0	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:			
Reserve 1	500.00	By Election FUND	
Reserve 2	1000.00	Assets Addnl/Replacement of Existing (Ex Village Hall) FUND	
Reserve 3	1000.00	Village Hall Site & Fabric Building FUND	
Reserve 4	200.00	Village Hall Contents FUND	
Reserve 5	292.11	CIL held	
Reserve 6	13728.18	Commons FUND	
		<u>16720.29</u>	
General reserve	5156.37	Y/E bank bal 328.10 less unrepresented chqs 171.73 plus uncashed chqs 0 plus held Gen Reserve 5000	
		<u>5156.37</u>	
Total reserves (must agree to Box 7)		<u><u>21876.66</u></u>	To agree box 7 = 21877