

Explanation of variances – pro forma

Name of smaller authority: **Aston Ingham 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);
- 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).

	2017/18	2018/19	Variance	Variance	Explanation Required?	Explanation
	£	£	£	%		
1 Balances Brought Forward	4,957	7,488	2,531	34.00%	NO	Automatic responses trigger based on figures input. DO NOT OVERWRITE THESE BOXES
2 Precept or Rates and Levies	4,500	4,650	150	3.33%	NO	Explanation of % variance from PY opening balance not required - Balance brought forward agrees
3 Total Other Receipts	0	0	0	0.00%	NO	
4 Staff Costs	800	2,918	2,118	264.75%	YES	BOX 4 – STAFF COSTS Clerk had been underpaid for several years. Salary has now been paid in line with NALC guidelines (£729.60 per quarter) & arrears paid from April 2018.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	1,169	2,100	931	79.64%	YES	BOX 6 – ALL OTHER PAYMENTS Extra expenditure - Donation (£225) paid to PCC. CCTV cameras purchased for Village Hall (£480). 2 years website hosting and domain name (£120)
7 Balances Carried Forward	7,488	7,120			NO	VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	7,488	7,120				
9 Total Fixed Assets plus Other Long Term Investments and	0	0	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