Explanation of variances – pro forma

Name of smaller authority: **Norton 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 (must include narrative and supporting figures)**
1 Balances Brought Forward	21,553	23,044				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	7,220	7,220	0	0.00%	NO		
3 Total Other Receipts	186	2,216	2,030	1089.72%	YES		The Parish Council received a refund total of £653.45 for money paid into the NDP pot, £1,143 are funds raised toward the new PlaySpace and £420 was a refund from the solicitors regarding the Village Green and Pond.
4 Staff Costs	2,260	2,722	462	20.47%	YES		The difference is due to an increase in the Clerk's salary and hours from November 2019.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,656	2,889	-767	20.99%	YES		There was £600 paid in the previous year paid to solicitors relating to the village green and pond.
7 Balances Carried Forward	23,044	26,870			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	0	0				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments an			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