

**Explanation of variances – pro forma**

Name of smaller authority **HARPLEY 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).

	2018/19 £	2019/20 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input. <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	5,496	7,334					Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this
2 Precept or Rates and Levies	5,000	6,000	1,000	20.00%	YES	Increase due to provision for election expenses	
3 Total Other Receipts	1,151	1,826	675	58.64%	YES	CIL payment of £1422.90	
4 Staff Costs	2,377	2,506	129	5.43%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,937	2,330	393	20.29%	YES	Payment to borough council of share of Parish Partnership Scheme purchase of village gates - £391.70	
7 Balances Carried Forward	7,333	10,324			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	7,334	10,324			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	4,362	4,362	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