

Explanation of variances – pro forma

Name of smaller authority: [REDACTED]

County area (local councils and parish meetings only): [REDACTED]

Insert figures from Section 2 of the AQAR 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)

	2021/22 £	2022/23 £	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	47,502	55,513				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	Slight variation (£1) due to rounding down
2 Precept or Rates and Levies	31,850	31,850	0	0.00%	NO		
3 Total Other Receipts	3,971	2,255	-1,716	43.21%	YES		£3971 - 96 IT and printer support + 264 interest - 1970 defib + 3 electricity credit + 625 HMRC refund - 542 VAT reclaim = £2255
4 Staff Costs	7,721	8,819	1,098	14.22%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	20,088	18,114	-1,974	9.83%	NO		
7 Balances Carried Forward	55,514	62,685			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	55,513	62,684				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	41,422	41,481	59	0.14%	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