

Explanation of variances – pro forma

Name of smaller authority: **Kimberley and Carleton Forehoe Parish Council**
 County area (local councils and **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);
- **New from 2020/21:** 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).

	2019/20 £	2020/21 £	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	2,099	2,403				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,000	2,300	300	15.00%	YES		Additional £300 towards defibrillator project
3 Total Other Receipts	538	1,188	650	120.82%	YES		Grant funding towards defibrillator project
4 Staff Costs	1,194	1,081	-113	9.46%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,040	3,006	1,966	189.04%	YES		Purchase of defibrillator (including VAT)
7 Balances Carried Forward	2,403	1,804			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	2,403	1,804				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	9,959	14,959	5,000	50.21%	YES		Based on insurance value. £3000 to insure phone box, £2000 to insure defibrillator.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable