

## Explanation of variances – pro forma

Name of smaller authority: **Englefield Parish Council**  
 County area (local councils and **West Berkshire**)

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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority ( <u>must include narrative and supporting figures</u> )
1 Balances Brought Forward	4,499	5,143				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	3,650	3,650	0	0.00%	NO		
3 Total Other Receipts	150	0	-150	100.00%	YES	Explanation not required, difference less than £200	
4 Staff Costs	1,790	2,182	392	21.89%	YES		NALC salary increase and tax code change by HMRC
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,366	1,343	-23	1.66%	NO		
7 Balances Carried Forward	5,143	5,268			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	5,143	5,268				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	1,971	1,971	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