

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 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	5,268	4,080				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	3,650	4,500	850	23.29%	YES		Precept amount increased in line with agreed aim to align the precept with the Parish Council outgoings.
3 Total Other Receipts	90	0	-90	100.00%	YES	Explanation not required, difference less than £200	Variance is due to VAT reclaim not yet having been completed for 2022-23
4 Staff Costs	2,647	2,296	-351	13.26%	NO		For 2021/22 the Staff Costs have been restated to remove working from home allowance, which has now been added to Box 6.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,281	2,727	446	19.55%	YES		Cost of in-person Annual Parish Meeting in 2022/23 compared to online in 2021/22; re-painting of phone box; Jubilee event expenses which included flyer printing and prizes.
7 Balances Carried Forward	4,080	3,557			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	4,080	3,557				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	1,071	1,071	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