

Explanation of variances – pro forma

Name of smaller authority:

CLAXTON PARISH COUNCIL

County area (local councils and parish meetings)

SOUTH 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 (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	1,921	2,030				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,335	4,535	200	4.61%	NO		
3 Total Other Receipts	1,898	1,216	-682	35.93%	YES		Grants received in the previous year for purchase of a SAM2 Speed Monitor -£837.50 and toward's Clerk's CiLCA qualification -£90.
4 Staff Costs	2,475	2,264	-211	8.53%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,649	3,136	-513	14.06%	NO		
7 Balances Carried Forward	2,030	2,381			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	2,030	2,382				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	5,162	5,162	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)