

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	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
	£	£	£	%	Required?		
1 Balances Brought Forward	2,030	2,381				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,535	4,613	78	1.72%	NO		
3 Total Other Receipts	1,216	588	-628	51.64%	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	2,264	0	-2,264	100.00%	YES		Acting Clerk is an elected Councillor and cannot receive payment for undertaking this role.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,136	2,685	-451	14.38%	NO		No training undertaken. No Dog bin clearing invoice received from South Norfolk Council in 2021-22. 2 Grants made to Claxton PCC in previous year (one from year before).
7 Balances Carried Forward	2,381	4,897			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	2,381	4,897				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	5,162	5,170	8	0.15%	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)