

Explanation of variances – pro forma

Name of smaller authority: **Toddington PC**
 County area (local councils an **Gloucestershire**

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);
- 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).

	20xx/xx £	20xx/xx £	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	4,754	5,282				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	8,300	8,600	300	3.61%	NO		
3 Total Other Receipts	2	390	388	#####	YES		year
4 Staff Costs	3,832	2,773	-1,059	27.64%	YES		Change of Clerk on lower Salary Scale + Less hours as intially a Locum
5 Loan Interest/Capital Repayment	1,678	1,678	0	0.00%	NO		
6 All Other Payments	2,268	3,297	1,029	45.37%	YES		software) Additional room hire costs for training session/extra meetings £165
7 Balances Carried Forward	5,278	6,524			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	5,282	6,524				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments at	7,517	7,517	0	0.00%	NO		
10 Total Borrowings	18,144	17,305	-839	4.62%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable