

Explanation of variances – pro forma

Name of smaller authority: **CLAIFE PARISH COUNCIL**

County area (local councils and parish meetings only):

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).

| | 2017/18 £ | 2018/19 £ | 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 | 6,944 | 21,363 | | | | | |
| 2 Precept or Rates and Levies | 6,000 | 6,000 | 0 | 0.00% | NO | | |
| 3 Total Other Receipts | 22,921 | 3,591 | -19,330 | 84.33% | YES | | In 2017/18 Claife received £18000 from SLDC LIP and £3000 from LDNPA for the footpath project and £902 from the transparency fund towards a website, laptop and printer. |
| 4 Staff Costs | 750 | 2,087 | 1,337 | 178.27% | YES | | The previous Clerk left in March 2018 and his final half-year salary was not paid until June 2018. A locum clerk and extra hours were required to get paperwork updated. |
| 5 Loan Interest/Capital Repayment | 0 | 0 | 0 | 0.00% | NO | | |
| 6 All Other Payments | 13,752 | 22,098 | 8,346 | 60.69% | YES | | During 2018/19 total payments for the footpath project were £16,340. |
| 7 Balances Carried Forward | 21,363 | 6,769 | | | NO | VARIANCE EXPLANATION NOT REQUIRED | |
| 8 Total Cash and Short Term Investments | 21,363 | 6,769 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 9 Total Fixed Assets plus Other Long Term Investments and | 1,259 | 1,079 | -180 | 14.30% | 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