

**Explanation of variances – pro forma**

Name of smaller authority:

County Area (local councils and non-responsible city)

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	12,936	14,702					Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	10,384	11,029	645	6.21%	NO		
3 Total Other Receipts	1,276	5,468	4,192	328.53%	YES	£5000 donation received in 18-19	
4 Staff Costs	4,734	4,693	-41	0.87%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	5,169	11,517	6,357	123.20%	YES	£4000 audit fee, £1800 by-election fee, £900 barrister fee in 18-19	
7 Balances Carried Forward	14,702	14,989			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	14,702	14,989				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and As	7,077	7,077	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

## Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
<b>Earmarked reserves:</b>			
Reserve 1			
Reserve 2			
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
			0
<b>General reserve</b>			0
<b>Total reserves (must agree to Box 7)</b>			<u>0</u>

end: