

Explanation of variances – pro forma

Name of smaller authority: **Witton Parish Council**

County area (local councils and): **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 (must include narrative and supporting figures)
1 Balances Brought Forward	4,484	7,656				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	3,453	3,522	69	2.00%	NO		
3 Total Other Receipts	674	1,897	1,223	181.45%	YES		Two years of land rent received due to cheque not being cashed 2019-20. Also recycling credits received.
4 Staff Costs	324	1,718	1,394	430.25%	YES		Council did not form in May 2019 and did not function until May 2020. £324 is previous clerk's salary April and May 2019.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	631	1,407	776	122.98%	YES		Council did not function from May 2019 to May 2020. Council caught up with payments May 2020
7 Balances Carried Forward	7,656	9,950			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	7,657	9,951				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	12,336	12,526	190	1.54%	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