

Explanation of variances – pro forma

Name of smaller authority: **Over Alderley Parish Council**

County area (local councils and): **Cheshire**

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 onwards:** 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).

	2020/21 £	2021/22 £	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	4,095	7,429				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,015	4,445	430	10.71%	NO		
3 Total Other Receipts	1,146	5,658	4,512	393.72%	YES		£1 decrease in bank interest, £850 decrease in receipts from asset sales, £5,408 increase in grant receipts (Neighbourhood Plan), £32 increase in allotment rent receipts, £77 decrease in VAT reclaim
4 Staff Costs	955	1,298	343	35.92%	YES		£343 increase in salary due to increase in working hours and salary review
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	872	6,211	5,339	612.27%	YES		£7 increase in general administration, £1,000 increase in grant payments, £699 increase in allotment water charges, £688 increase in VAT payments, £62 increase in contingency payments (printing and training fees); £2,883 increase in Neighbourhood Plan payments
7 Balances Carried Forward	7,429	10,023				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	7,429	10,023				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	1,665	1,665	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:

	£	£	£
Earmarked reserves:			
Reserve 1	1500		Asset maintenance fund
Reserve 2	1000		Queen's Jubilee fund
Reserve 3	500		Replacement notice board fund
Reserve 4	1000		Replacement benches fund
Reserve 5	2525.19		Neighbourhood Plan (grant funds)
Reserve 6			
Reserve 7			
		<u>6525.19</u>	
General reserve	<u>3498.29</u>		
		<u>3498.29</u>	
Total reserves (must agree to Box 7)			<u><u>10023.48</u></u>