

Explanation of variances – pro forma

Name of smaller authority: Topcroft Parish Council
County area (local councils and parish meetings only): South 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);
- 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).

	2018/19 £	2019/20 £	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	3,300	3,165				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,567	2,600	33	1.29%	NO		
3 Total Other Receipts	104	362	258	248.08%	YES		SNC Grant -33.00 VAT Reclaim 20.40 CIL Payment 271.71 Bank Interest -1.05 258.06
4 Staff Costs	1,260	1,263	3	0.24%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,546	1,894	348	22.51%	YES		Clerk's Expenses - less stationery - 14.75 Dog Waste Bins - annual increase 13.60 Grants - gave less - 300.00 Grass Cutting - annual increase 6.00 Insurance - cheaper insurer - 83.60 NALC Subscription - annual increase 36.97 Training - First Aid Course 340.00 Miscellaneous - fewer requirements - 14.83 Audit Fee - annual increase 15.00 VAT Paid - purchased less - 17.68 Topcroft Recreation Grounds Grant 433.55 Transparency Grant - not available - 66.66 347.60
7 Balances Carried Forward	3,165	2,970			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	3,165	2,970				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	4,543	4,658	115	2.53%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)