

Explanation of variances – pro forma

Name of smaller authority: **East Down 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
1 Balances Brought Forward	5,977	6,691				Explanation of % variance from PY opening balance not required - Balance brought forward agrees
2 Precept or Rates and Levies	2,216	2,216	0	0.00%	NO	
3 Total Other Receipts	2,172	848	-1,324	60.96%	YES	no projector grants £380, no defibrillator grants/donations £370, no High Visibility clothing grant £323) and reduced VAT reclaim £208 as opposed to £486 previous year. This totals £1351 which more than accounts for the variance
4 Staff Costs	1,256	1,281	25	1.99%	NO	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	2,418	1,696	-722	29.86%	YES	additional expenditure in previous year on installing defibrillator £240, and training for defibrillator £500 not repeated this year. This more than covers the variance.
7 Balances Carried Forward	6,691	6,778			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	0	0				VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments	0	0	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

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

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:		
Defibrillator balance	255.21	
Computer grant	600	
High Visibility clothing	323.32	
Reserve 4		
Reserve 5		
Reserve 6		
Reserve 7		
		1178.53
General reserve	5599.63	
		5599.63