

Explanation of variances – pro forma

Name of smaller authority: **Severn Stoke and Croome d'Abitot Parish Council, Worcestershire**

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);
- 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).

	2019/2020 £	2020/2021 £	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	11,990	13,729				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	8,700	8,900	200	2.30%	NO		
3 Total Other Receipts	3,701	1,715	-1,986	53.67%	YES	Previously, VAT reclaim from HMRC was made annually before conclusion of audit. Henceforth, reclaim will be made in July annually after close of audit. Therefore no claim made as yet for 2020/2021, reducing income for these purposes by approx £600. Lengthsman did not work during lockdown spring 2020 (April, May) therefore claim for lengthsman grant for the year reduced by £600 approx. 2020/2021 receipts included a backdated lengthsman grant for £676 from Worcs County Council dating from the 2018/2019 financial year.	
4 Staff Costs	3,613	3,544	-69	1.90%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	7,050	5,827	-1,222	17.34%	YES	Expenditure reduced due to covid19. Cllrs necessarily reduced projects during lockdown. Previous financial year (2019/2020) included purchase of IT equipment for new Clerk - this expense was not replicated in 2020/2021.	
7 Balances Carried Forward	13,729	14,973			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	13,729	14,973				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	36,811	38,193	1,382	3.76%	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