

Explanation of variances – pro forma

Name of member authority: **Clifford Parish Council**
 Name of local councillor: **Mr. [Name]**
 Name of local councillor: **Mr. [Name]**

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:

- a variance 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/total & 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	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	7,406	7,781				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	5,250	5,500	250	4.76%	NO		
3 Total Other Receipts	9,037	10,243	1,206	13.35%	NO		
4 Staff Costs	2,360	2,457	97	4.11%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	11,552	4,210	-7,342	63.56%	YES		Neighbourhood Development Payments in 2017/18 £4,415.34 higher than in 2018/19 Lengthsman Footpaths payments in 2017/18 was £2,748.31 higher than in 2018/19. Internal Audit costs in 2018/19 £150.00 higher than in 2019/18
7 Balances Carried Forward	7,781	16,857				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	7,781	16,857			YES	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments	11,100	11,100	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

Clifford Parish Council
Bank Reconciliation as at 31st March 2019

Current Account

Opening 01/04/18	3,947.47
Receipts	10,732.23
	14,679.70
Less payments	6,667.44
Balance as at 31/03/19	8,012.26

**Balance as per Bank Statement as
at 31/03/19**

8,012.26

Deposit Account

Opening 01/04/19	3,834.01
Receipts	5,010.66
	8,844.67
Less Payments	0.00
Balance as at 31/03/19	8,844.67

**Balance as per Bank Statement as
at 31/03/19**

8,844.67

Summary

Current Account	8,012.26
Deposit Account	8,844.67
	16,856.93 AGAR 8

Payments

508	£108.00
509	£43.98
511	£40.00
	£191.98