

Explanation of variances – pro forma

Name of smaller authority: **Hatfield Peverel Parish Council**

County area (local councils and parish meetings only): **Essex**

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).

	2019/20 £	2020/21 £	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	143,062	151,155				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	61,849	72,759	10,910	17.64%	YES		Following budget review, annual costs to carry out the council's basic functions were calculated to be approximately £72,000. Therefore, precept increased accordingly so that the precept covered essential functions, in the event of other income not being received (risk mitigation).
3 Total Other Receipts	52,881	46,304	-6,577	12.44%	NO		
4 Staff Costs	26,482	28,474	1,992	7.52%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	80,155	68,631	-11,524	14.38%	NO		
7 Balances Carried Forward	151,155	173,113			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	151,155	173,113				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	220,025	228,182	8,157	3.71%	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