

Explanation of variances – pro forma

Name of smaller authority: **Pettistree Parish Council**

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

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 onwards:** 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).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	6,586	7,814				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,500	2,551	51	2.04%	NO		
3 Total Other Receipts	801	1,500	699	87.27%	YES		Grants amounting to £1,500 were received this year in contrast to the lower amount of £801 received in the previous year. Consequently, there was an increase of £699 in total other receipts.
4 Staff Costs	526	960	434	82.51%	YES		The Parish Clerk was paid £526 for the last two months of the previous year. He was then paid £829 this year but only until his death in October 2021. There were no salary payments made to a Parish Clerk for the remainder of the year. The Responsible Financial Officer was paid £131 for the last month of this year following his recent appointment. Consequently, there was an increase of £434 in staff costs.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,547	6,879	5,332	344.67%	YES		In contrast to the previous year, this year £3,840 was paid for a new speed indicator device and £1,449 was paid for a new marquee. Consequently, there was an increase in all other payments.
7 Balances Carried Forward	7,814	4,026			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	7,814	4,026				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	14,626	17,965	3,339	22.83%	YES		The Council's assets amounted to £14,626 at the end of the previous year. This year, there were additions of £3,200 for a speed indicator device, £1,208 for a replacement marquee and £240 for a litter bin. There were also disposals of £545 for a laptop PC and printer and £764 for the old marquee. Consequently, there was an increase of £3,339 in total fixed assets.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable