

Explanation of variances – pro forma

Name of smaller authority: **Stoke by Nayland Parish Council**

County area (local councils and **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:** 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	27,057	24,174				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	12,823	13,300	477	3.72%	NO		
3 Total Other Receipts	8,425	2,392	-6,033	71.61%	YES		The net variance is due principally to: •The receipt in 2019/20 of a Groundwork Grant for the Neighbourhood Plan - £7,420 •Donations in 2019/20 for the War Memorial refurbishment - £910 •The 2020/21 VAT reclaim of £2,305 vs £85 in 2019/20 (higher VAT claim in 20/21 due mainly to VAT reclaim on streetlighting works)
4 Staff Costs	3,053	2,913	-140	4.59%	NO		
5 Loan Interest/Capital Repayment	557	557	0	0.00%	NO		
6 All Other Payments	20,520	18,312	-2,208	10.76%	NO		
7 Balances Carried Forward	24,175	18,084			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	24,174	18,084				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	52,678	52,678	0	0.00%	NO		
10 Total Borrowings	4,315	3,846	-469	10.87%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable