

## Explanation of variances – pro forma

Name of smaller authority: **Fontmell Magna Parish Council**

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);
- 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).

	2018/19 £	2019/20 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	8,924	9,027				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	7,000	8,500	1,500	21.43%	YES		See attached
3 Total Other Receipts	3,453	184	-3,269	94.67%	YES		See attached
4 Staff Costs	4,105	4,113	8	0.19%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	6,245	5,896	-349	5.59%	NO		
7 Balances Carried Forward	9,027	7,702			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	9,027	7,702				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	58,194	58,194	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

<b>2. Precept</b>	<b>Budget 2018/19</b>	<b>Budget 2019/20</b>	<b>Difference</b>	<b>Comments</b>
Clerk's salary & admin expenses	£4032.00	£4186.00	£154	Includes £73 for the bookkeeper and a 2% pay rise for the Clerk
Website costs	£120.00	£130.00	£10	
Travel expenses	£50.00	£50.00	£0	
Stationary & Postage	£50.00	£50.00	£0	
Information Commissioner	£35.00	£0	-£35	
Maintenance including grass cutting	£400.00	£500.00	£100	An additional £100 was budgeted for in 2019/20
Insurance	£750.00	£750.00	£0	
Training costs	£250.00	£300.00	£50	
DAPTC/SLCC	£310.00	£310.00	£0	
Miscellaneous/contingency Planning	£1000.00	£500.00 £936.00	£436	The one of major additional expense anticipated in 2019/20 was a contingency for paying planning fees.
Neighbourhood Plan costs from Precept	£350.00	£312.00	-£38	
Grants	£nil	£500.00	£500	No grants were budgeted for in 2018/19 and £500 was budgeted for in 2019/20.
Total	£7297.00	£8524.00		The precept in 2018/19 was less than the anticipated expenses.
<b>Precept</b>	<b>£7000</b>	<b>£8500</b>		

<b>3. Total other receipts</b>	<b>2018/19</b>	<b>2019/20</b>	<b>Comments</b>
Neighbourhood Plan Grants	£2428	£nil	In 2018/19 the last of the grants for the neighbourhood plan was paid in the sum of £2428
VAT	£970	£nil	
Best kept village prize/contribution to war memorial/refund of VE day grant	£50	£180	
Interest	£5	£4	
<b>Total</b>	<b>£3453</b>	<b>£184</b>	