

## Explanation of variances – pro forma

Name of smaller authority: **MONK SOHAM**

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);
- 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, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)	
	£	£	£	%				
1 Balances Brought Forward	1,274	1,606				Explanation of % variance from PY opening balance not required - Balance brought forward agrees		
2 Precept or Rates and Levies	1,500	2,250	750	50.00%	YES	Increase in Clerks salary to NJC standards £750pa. (No increase in previous six years)		
3 Total Other Receipts	405	166	-239	59.01%	YES	Includes £100 bank compensation & £54 error repayment		
4 Staff Costs	1,005	1,699	694	69.05%	YES	Increase in Clerks salary to NJC standards (£750 pa)		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO			
6 All Other Payments	568	1,053	485	85.39%	YES	Includes money b/f from previous year towards seat (£600)		
7 Balances Carried Forward	1,606	1,270			NO	VARIANCE EXPLANATION NOT REQUIRED		
8 Total Cash and Short Term Investments	0	0				VARIANCE EXPLANATION NOT REQUIRED		
9 Total Fixed Assets plus Other Long Term Investments	0	0	0	0.00%	NO			
10 Total Borrowings	0	0	0	0.00%	NO			
	<b>Rounding errors of up to £2 are tolerable</b>							
	<b>Variances of £200 or less are tolerable</b>							
	<b>BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)</b>							