

Explanation of variances – pro forma

Name of smaller authority: **Sydeham Downers Parish Council**
 County area (local councils and **West Devon Borough Council**)

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 OVERRULE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	4,264	4,298					
2 Precept or Rates and Levies	1,800	1,700	-100	5.55%	NO		
3 Total Other Receipts	0	0	0	0.00%	NO		
4 Staff Costs	1,145	863	-282	24.63%	YES		The new clerk has not been paid for the last six months
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	621	572	-49	7.89%	NO		
7 Balances Carried Forward	4,288	5,508				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	4,298	5,508			YES	VARIANCE EXPLANATION NOT REQUIRED	A build up of reserves resulted from the absence of a clerk in the past for two years
9 Total Fixed Assets plus Other Long Term Investments and	0	0	0	0.00%	NO	VARIANCE EXPLANATION NOT REQUIRED	
10 Total Borrowings	2,845	3,345	500	17.57%	YES		re-appraisal of the assets found undeclared assets not previously listed.

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable