

Explanation of variances – pro forma

Name of smaller authority: **CASTLE HEDINGHAM PARISH COUNCIL**
 County area (local councils and parish meetings only):

Insert figures from Section 1 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).

	2017/18 £	2018/19 £	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	110,712	117,267				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	24,523	25,128	605	2.47%	NO		
3 Total Other Receipts	28,485	16,007	-12,478	43.81%	YES		Lottery Grant (defibrillators) £7115 and Essex County Council Local Services Fund £5162 grants received in 2017/18. Only 1 (EALC clerk bursary) grant of £120 received 2018/19
4 Staff Costs	18,380	19,207	827	4.50%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	28,073	25,594	-2,479	8.83%	NO		
7 Balances Carried Forward	117,267	113,601			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	See Explanation of high reserves
8 Total Cash and Short Term Investments	117,267	113,601				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	39,189	22,636	-16,553	42.24%	YES		Notice to quit playing field. Equipment disposed of, insurance value £16,553
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable