

Explanation of variances – pro forma

Name of smaller authority: **Acton Burnell Frodesley Pitchford Ruckley and Langley Parish Council**
 County area (local councils and **Shropshire**)

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	43,400	72,235				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	5,793	5,935	142	2.45%	NO		
3 Total Other Receipts	31,174	12,540	-18,634	59.77%	YES		Unmatched receipts from 2019/20: £18,107 CIL funding and £922 Bank Refund Cancelled Cheques
4 Staff Costs	3,334	4,595	1,261	37.82%	YES		New clerk overlapped outgoing clerk therefore one month of two wages +£293. Clerk worked more additional uncontracted hours in 2020/21 +£852.27.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,798	3,728	-1,070	22.30%	YES		Expenditure in 2019/20 not undertaken in 2020/21: Meeting room charges -£180, Cancelled cheque bank charges -£922. Increased expenditure in 2020/21 on training +£210, office equipment +£868, and external audit +£200 offset by less community benefit fund grants made in 2020/21 -£1,311.
7 Balances Carried Forward	72,235	82,387			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	
8 Total Cash and Short Term Investments	72,235	82,388				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	31	750	719	2319.35%	YES		Council purchased new laptop +£630 and new tablet +£120
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
Reserve 1	18107	CIL funding for infrastructure	
Reserve 2	53434	Lightsource Community Benefit Fund	
Reserve 3			
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
			<hr/>
			71541
General reserve	10846		
			<hr/>
			10846
Total reserves (must agree to Box 7)			<hr/> <hr/>
			82387

0