

Explanation of variances – pro forma

Name of smaller authority: **Puddletown Area Parish Council**

County area (local councils and parish meetings only): **Dorset**

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, DO NOT OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	57,517	81,443				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	44,000	44,000	0	0.00%	NO		
3 Total Other Receipts	24,545	30,687	6,142	25.02%	YES	£8353 Community Infrastructure Levy received in 2019/20 compared with none the previous year. VAT reclaimed 2018/19 was £6339 but in 2019/20 was just £4525 (difference of -£1814).	
4 Staff Costs	3,559	6,584	3,025	85.00%	YES	There was no Clerk employed for some of 2018/19 as a councillor was covering after previous clerk left. There was also a crossover in 2019/20 where the previous clerk continued service for a month to train the new clerk and handover.	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	41,060	71,407	30,347	73.91%	YES	£20,427 was paid out of reserves in 2019/20 to repair or replace play equipment. Also the Neighbourhood Plan group re-established after a long break and spent £11,580 rather than £1,495 in 2018/19.	
7 Balances Carried Forward	81,443	78,139			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	81,443	78,139				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	449,004	448,874	-130	0.03%	NO		
10 Total Borrowings	0		0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable