

Explanation of variances – pro forma

Name of smaller authority: **Holmer and Shelwick Parish Council**
 County area (local councils and parish meetings only): **Herefordshire**

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 (<u>must include narrative and supporting figures</u>)
1 Balances Brought Forward	16,859	21,464				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	12,950	18,000	5,050	39.00%	YES		2019/20 - £4350 provision in budget for projected increase in staff costs
3 Total Other Receipts	7,758	4,172	-3,586	46.22%	YES		2018/19 - VAT claim £419 larger than in 2019/20 due to Neighbourhood Development Plan 2018/19 - £4150 Neighbourhood Development Plan grant funding received 2018/19 - £722 Lengthsman grant funding received (scheme discontinued 2019/20) 2019/20 - £1850 increase in burial ground income
4 Staff Costs	7,679	10,901	3,222	41.96%	YES		2019/20 - £1920 Clerk enrolled in pension scheme as per Pensions Regulations 2019/20 - £1302 resulting from review of Clerk's hours/hourly rate
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,424	15,244	6,820	80.96%	YES		2019/20 - £290 purchase of projector for use at meetings 2019/20 - £5373 purchase of Smartwater kits for parish
7 Balances Carried Forward	21,464	17,492			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	21,464	17,492				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	20,461	20,543	82	0.40%	NO		
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable