

Explanation of variances – pro forma

Name of smaller authority: **TENDRING PARISH COUNCIL**

County area (local councils and parish meetings only):

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 OVERWRITE THESE BOXES	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	11,572	17,624					
2 Precept or Rates and Levies	13,000	13,000	0	0.00%	NO		
3 Total Other Receipts	641	4,422	3,781	589.86%	YES		£4422 this year: £403 lease share payment, £365 refund from contractor plus £73 VAT on refund, County Council grant £500, District Council grant £60, VAT reclaim £3020, Adj £1
4 Staff Costs	2,459	3,260	801	32.57%	YES		New clerk and outgoing clerk worked in tandem, overtime needed to cover backlog
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	5,130	8,119	2,989	58.27%	YES		£8119 this year: £2463 incr maintenance and repairs to play eqpt and new noticeboard, £2482 general admin costs - training costs for new clerk & councillor, Zoom, minute clerk payments, clerk/cllr expenses, £1518 mowing for playground/playing field and new posts and rails purchased following an rta, £215 maintaining memorial garden, £302 rent, £168 S137, £290 Defib costs, £681 VAT
7 Balances Carried Forward	17,624	23,667			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	17,624	23,667				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	49,820	49,820	0	0.00%	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