

Explanation of variances – pro forma

Name of smaller authority: **Tetbury Upton**
 County area (local councils and Gloucester

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).

	2019/2020 £	2020/2021 £	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	1,959	1,388				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	2,750	3,000	250	9.09%	NO		
3 Total Other Receipts	1	41	40	4000.00%	YES	2 years VAT reclaim	
4 Staff Costs	1,687	1,808	121	7.17%	NO	Clerk increase as per NALC pay scale plus increased pay scale ppoint	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,635	1,190	-445	27.22%	YES	one off payment in 2019 to paint telephone box	
7 Balances Carried Forward	1,388	1,431			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	1,388	1,431				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	403	403	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