

Explanation of variances – pro forma

Name of smaller authority: **Theberton and Eastbridge Parish Council**
 County area (local councils and): **Suffolk**

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).

	2017/18 £	2018/19 £	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	12,510	8,297					
2 Precept or Rates and Levies	4,990	5,500	510	10.22%	NO		
3 Total Other Receipts	3,218	23,145	19,927	619.24%	YES		This financial year: £2 more bank interest received, £17,500 more grant funds were received to purchase two defibrillators and play equipment and £3,096 more VAT was reclaimed as more goods were purchased from VAT registered companies. Last financial year: £670 more was received for interments and memorial headstones.
4 Staff Costs	1,967	2,461	494	25.11%	YES		This financial year: £41 more was spent on stationery, £3 more on payroll services, £59 more on mileage and £15 less on training. The Clerk was paid £73 for 7 hours of overtime and £167 extra as her hours were increased from 4 to 5 per week in December 2018. The remaining difference of £166 is due to the Clerk's hourly rate being raised from £9.207 to £10.467 in December 2017. The 2017/2018 figure has been restated by increasing it by £112 as Clerk's Expenses were erroneously included in Box 6.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	10,454	28,509	18,055	172.71%	YES		This financial year: £13,922 more was spent purchasing assets, £1,132 more was spent on services such as grounds maintenance and cleaning, £100 more was donated to local charities, £35 more was spent on insurance and audit services and £3,155 more was paid in VAT as more goods were purchased from VAT registered companies. £72 less was spent on Councillor training, £66 less on tractor repairs, £38 less on newsletter printing and £5 less on subscriptions. The remaining £108 difference relates to a cancelled cheque as the internal auditor did not present it to the bank. The 2017/2018 figure has been restated by decreasing it by £112 as Clerk's Expenses should have been included in Box 4.
7 Balances Carried Forward	8,297	5,972			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	8,297	5,972				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	24,724	43,008	18,284	73.95%	YES		Assets purchased this financial year: £3,990 for two defibrillators, £14,148 for play equipment and £145 for signage.
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable