

## Explanation of variances – pro forma

Name of smaller authority: **Polstead 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);
- **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).

	2019/20 £	2020/21 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)																														
1 Balances Brought Forward	30,430	42,031				Explanation of % variance from PY opening balance not required - Balance brought forward agrees																															
2 Precept or Rates and Levies	18,668	18,596	-72	0.39%	NO																																
3 Total Other Receipts	11,569	2,387	-9,182	79.37%	YES	<table border="1"> <thead> <tr> <th></th> <th>2019 / 2020</th> <th>2020 / 2021</th> </tr> </thead> <tbody> <tr> <td><b>Receipts</b></td> <td></td> <td></td> </tr> <tr> <td>Bank Interest</td> <td>£6.15</td> <td>£1.51</td> </tr> <tr> <td>Recycling</td> <td>£0.00</td> <td>£0.00</td> </tr> <tr> <td>Grants</td> <td>£1,294.32</td> <td>£744.32</td> </tr> <tr> <td>Allotment Rent</td> <td>£105.00</td> <td>£163.50</td> </tr> <tr> <td>Wayleave</td> <td>£20.75</td> <td>£21.01</td> </tr> <tr> <td>CIL</td> <td>£9,129.43</td> <td>£0.00</td> </tr> <tr> <td>VAT Repayment</td> <td>£1,013.01</td> <td>£1,456.49</td> </tr> <tr> <td></td> <td><b>£11,568.66</b></td> <td><b>£2,386.83</b></td> </tr> </tbody> </table>		2019 / 2020	2020 / 2021	<b>Receipts</b>			Bank Interest	£6.15	£1.51	Recycling	£0.00	£0.00	Grants	£1,294.32	£744.32	Allotment Rent	£105.00	£163.50	Wayleave	£20.75	£21.01	CIL	£9,129.43	£0.00	VAT Repayment	£1,013.01	£1,456.49		<b>£11,568.66</b>	<b>£2,386.83</b>	
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4 Staff Costs	4,421	4,321	-100	2.26%	NO																																
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO																																
6 All Other Payments	14,215	14,530	315	2.22%	NO																																
7 Balances Carried Forward	42,031	44,163			YES	<p><b>VARIANCE EXPLANATION NOT REQUIRED</b></p> <p><b>EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES</b></p>																															
8 Total Cash and Short Term Investments	42,031	44,163				<b>VARIANCE EXPLANATION NOT REQUIRED</b>																															
9 Total Fixed Assets plus Other Long Term Investments and	56,116	57,661	1,545	2.75%	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