

Explanation of variances – pro forma

Name of smaller authority: **Wokefield Parish Council**

County area (local councils are): **West Berkshire**

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	5,421	5,750					
2 Precept or Rates and Levies	2,000	2,000	0	0.00%	NO		
3 Total Other Receipts	0	0	0	0.00%	NO		
4 Staff Costs	522	851	329	63.03%	YES	Fewer hours spent previous year due to illness - returned to similar figure for 2019-20	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	1,149	1,382	233	20.28%	YES	increased insurance costs, payment to library service	
7 Balances Carried Forward	5,750	5,517			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB	
8 Total Cash and Short Term Investments	5,750	5,517				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments at	4,399	4,399	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)