

Explanation of variances – pro forma

Name of smaller authority: [REDACTED]

County area (local councils and parish meetings only): [REDACTED]

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 | 156,108 | 173,947 | | | | Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this | |
| 2 Precept or Rates and Levies | 224,500 | 223,000 | -1,500 | 0.67% | NO | | |
| 3 Total Other Receipts | 40,456 | 71,184 | 30,728 | 75.95% | YES | | The Town Council received additional grant funding of East Suffolk Business Grant £ 5691, Neighbourhood plan grant £ 8100, Town Co-ordinator £ 9926, Refund of £1397 on insurance, and a number of small grants under £250 as the balance of £ 1936. |
| 4 Staff Costs | 40,456 | 71,184 | 30,728 | 75.95% | YES | | Previous year only had clerk in post for 5 months. Appointed Environment co-ordinator 8 hour a week from June 2021. Appointed 2X6 hour posts to help with the regeneration of the Market Place |
| 5 Loan Interest/Capital Repayment | 21,377 | 21,377 | 0 | 0.00% | NO | | |
| 6 All Other Payments | 179,133 | 136,983 | -42,150 | 23.53% | YES | | The previous year the Town Council's operations were significantly hampered by Covid- 19. The increased costs represent the Town Council returning to normal business. Additional office cleaning due to more usage £ 751.00 Increase office utilities £ 1,314.00 Printing & Stationery £ 1,474.00 IT Software and support £ 3,924.00 Capital Kitchen works £ 10,500.00 Other grants £ 4,038.00 Neighbourhood Plan Costs £ 11,436.00 3 new bins £ 1,500.00 Youth Booth External Painting £ 1,414.00 Christmas Event £ 5,788.00 Total Additional Expenditure £ 42,139.00 |
| 7 Balances Carried Forward | 180,098 | 238,587 | | | NO | VARIANCE EXPLANATION NOT REQUIRED | |
| 8 Total Cash and Short Term Investments | 174,740 | 232,953 | | | | VARIANCE EXPLANATION NOT REQUIRED | |
| 9 Total Fixed Assets plus Other Long Term Investments and | 425,175 | 437,691 | 12,516 | 2.94% | NO | | |
| 10 Total Borrowings | 90,892 | 71,494 | -19,398 | 21.34% | YES | | The Council made two payments totalling £21377 |

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable