

## Explanation of variances – pro forma

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

County area (local councils and parish meetings only):

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	8,286	14,419				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	10,700	11,200	500	4.67%	NO		
3 Total Other Receipts	9,251	5,241	-4,010	43.35%	YES	The reduction in receipts is due to an unusually large VAT refund in 2019/20 after a new playground expenditure in that year £4645.60. Also due to the pandemic the Council allowed the Cricket Club a rent freeze for the year it would normally have received £312.	
4 Staff Costs	4,896	6,480	1,584	32.35%	YES	Over the last few years the Clerks workload has increased dramatically so much so that the 6hrs per week that the Clerk was originally contracted for is not sufficient to cover the workload. The Clerk is paid for the hours they actually work whether it is above or below contract hrs. Recently the Clerks hours were increased as a base to 8hrs per week to cover the RFO role, the extra work due to the Common finance activities and also the HS2 road activities that are generating grant applications. The increase in hours will not be budgeted for until the 2022-23 budget.	
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	8,922	8,705	-217	2.43%	NO		
7 Balances Carried Forward	14,419	15,675			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	14,419	15,675				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	46,890	46,890	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