

Explanation of variances – pro forma

Name of smaller authority:

St Michael Parish Council

County area (local councils and parish meeti

Hertfordshire

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).

Year ending:

	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	6,051	6,621				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	5,225	5,225	0	0.00%	NO		
3 Total Other Receipts	644	434	-210	32.67%	YES		Due principally to difference in (unplanned) income from bank error compensation payments received; £550 in 2020/21 and £200 in 2021/22. Also VAT reclaim in 2020/21 included unrepeated purchase of office computer.
4 Staff Costs	2,365	2,329	-36	1.52%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,934	2,496	-438	14.92%	NO		
7 Balances Carried Forward	6,621	7,455			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	6,621	7,455				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and Assets	8,626	8,626	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)

Signed:SIGNED..... Clerk to the Council, Date 22 April 2022

Signed:SIGNED..... Chairman, Date 10 May 2022

