

## Explanation of variances – pro forma

Name of smaller authority: **Witham St Hughs 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 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).

	2021/22 £	2022/23 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority ( <u>must include narrative and supporting figures</u> )
1 Balances Brought Forward	285,710	408,701				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	90,800	98,200	7,400	8.15%	NO		
3 Total Other Receipts	141,499	61,439	-80,060	56.58%	YES		Received £80,000 extra in CIL levys in the year 2021/2022
4 Staff Costs	30,195	39,152	8,957	29.66%	YES		£9000 Additional part/time member of staff employed at the start of April 2022
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	79,113	172,183	93,070	117.64%	YES		£65,600. Repairs to footpaths. £16,000 clearance of balance pond. £6500 repairs to football pitch. £5000 extra tree maintenance.
7 Balances Carried Forward	408,701	357,005			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	408,701	357,005				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	97,130	98,650	1,520	1.56%	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)**