

Explanation of variances – pro forma

Name of smaller authority: **Mapleborough Green Parish Council**
County area (local councils and parish meetings only): **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	21,993	22,002				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	14,000	14,420	420	3.00%	NO		
3 Total Other Receipts	185	11,884	11,709	6329.19%	YES		This year the PC has received two refunds (£18 and £71.98) for a course fee that was cancelled and a reimbursement for a no longer used domain name. It has also received £537.99 from VAT claim, as well as interest on reserve account of £3.05 and been awarded a CIL payment of £11,262.73
4 Staff Costs	6,698	8,354	1,656	24.72%	YES		During this financial year I have accrued a considerable amount of overtime following work and training to administer a new website, together with a backpayment for the work completed and continuing overtime. I also received payment for 7 days annual leave not previously taken. Total number of hours overtime 178 hrs 45mins £1,975 and underpayment received due to delayed negotiations regards salary increase (NALC agreement) £127. Total additional payments = £2,102
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	7,478	8,308	830	11.10%	NO		
7 Balances Carried Forward	22,002	31,654			YES	VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS	as above
8 Total Cash and Short Term Investments	0	0				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	17,489	17,489	0	0.00%	NO	VARIANCE EXPLANATION NOT REQUIRED	
10 Total Borrowings	0	0	0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable