

Explanation of variances – pro forma

Name of smaller authority:

Three Saints South Elmham Parish Council
Suffolk

County area (local councils and parish meetings only):

Insert figures from Section 1 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);
- 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).

	2017/18 £	2018/19 £	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	5,554	6,240				Explanation of % variance from PY opening balance not required - Balance brought forward agrees																					
2 Precept or Rates and Levies	3,200	3,200	0	0.00%	NO																						
3 Total Other Receipts	362	75	-287	79.28%	YES		<table border="1"> <tr> <td>No Grants received</td> <td>-361</td> </tr> <tr> <td>VAT Reclaim 2017-18</td> <td>73</td> </tr> <tr> <td>Business Saver Interest</td> <td>2</td> </tr> <tr> <td>Total</td> <td>-287</td> </tr> </table>	No Grants received	-361	VAT Reclaim 2017-18	73	Business Saver Interest	2	Total	-287												
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4 Staff Costs	1,560	1,576	16	1.03%	NO																						
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO																						
6 All Other Payments	1,316	1,378	62	4.71%	NO																						
7 Balances Carried Forward	6,240	6,561			YES	VARIANCE EXPLANATION NOT REQUIRED	<table border="1"> <tr> <td colspan="2">EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES</td> </tr> <tr> <td>Restricted Reserves</td> <td></td> </tr> <tr> <td>Defibrillator Reserve (Saving for)</td> <td>248.96</td> </tr> <tr> <td>Transparency Grant</td> <td>466.65</td> </tr> <tr> <td>Common Maintenance</td> <td>2,500.00</td> </tr> <tr> <td>Election</td> <td>1,000.00</td> </tr> <tr> <td>Strimmer</td> <td>500.00</td> </tr> <tr> <td>Total Restricted Reserves</td> <td>4,715.61</td> </tr> <tr> <td>General Reserves</td> <td>1,846.80</td> </tr> <tr> <td>Total</td> <td>6,562.41</td> </tr> </table>	EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES		Restricted Reserves		Defibrillator Reserve (Saving for)	248.96	Transparency Grant	466.65	Common Maintenance	2,500.00	Election	1,000.00	Strimmer	500.00	Total Restricted Reserves	4,715.61	General Reserves	1,846.80	Total	6,562.41
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8 Total Cash and Short Term Investments	6,240	6,562				VARIANCE EXPLANATION NOT REQUIRED																					
9 Total Fixed Assets plus Other Long Term Investments and	11,139	11,139	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