

Explanation of variances – pro forma

Name of smaller authority:

County area (local councils and parishes 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).

	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	3,254	21,754				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	32,835	34,148	1,313	4.00%	NO		
3 Total Other Receipts	61,599	40,124	-21,475	34.86%	YES		Receipts this year included grants of £20622 (18k not spent), donations/fundraising towards a play area improvement and mapping project of £2967 and new pitch hire income of £3347 plus an insurance claim of £3235 and vat reclaim of £5600. Total £35771. Last year there were grants and donations of £57275.
4 Staff Costs	9,821	10,481	570	5.75%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	66,013	40,925	-25,088	38.00%	YES		Payments last year included 31k towards the play area project and 13k for a path and gym equipment. This year payments include 18.5k of equipment and fencing etc improvements.
7 Balances Carried Forward	21,754	44,610			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	21,754	44,610				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	209,400	220,803	11,203	5.35%	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

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

	£	£	£
Earmarked reserves:			
War memorial insurance claim	3235		
Play equipment order to pay	27500		
Election costs build up	300		
Reserve 4			
Reserve 5			
Reserve 6			
Reserve 7			
		31035	
General reserve	13575		
		13575	
Total reserves (must agree to Box 7)			44610

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It must agree to Box 8 in the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on a receipts and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative figures.

Name of smaller authority: EASTON ON THE HILL PARISH COUNCIL

County area (local councils and parish meetings only):

Financial year ending 31 March 2022

Prepared by (Name and Role): JENNY RICE, CLERK AND RFO

Date: 12/05/2022

	£	£
Balance per bank statements as at 31/3/22:		
Unity Current Account	44,610.4	
account 2		
account 3		
account 4		
[add more accounts if necessary]		
account 5		
account 6		
account 7		
account 8		
		44,610.4
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/22 (enter these as negative numbers)		
item 1		
		-
Add: any un-banked cash as at 31/3/22		
		-
Net balances as at 31/3/22 (Box 8)		<u>44,610.4</u>

C/F 1/4/22	21754.6
Plus receipts	74272.4
Less payments	51416.59
Balance to agree with above	44610.41