

Explanation of variances – pro forma

Name of smaller authority: **Upwell Parish Council**
 County area (local councils and parish meetings only): **Kings Lynn Borough Council**/Norfolk Council Council

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);
- 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).

	2018/19 £	2019/20 £	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	40,858	40,021				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	36,030	37,310	1,280	3.55%	NO		
3 Total Other Receipts	45,596	57,234	11,638	25.52%	YES		£456 council tax support grant, £21797 allotments & agricultural, £11375 Cemetery (full year only part year last year) £6711 Village hall recharges, Insurance claim £1410, £10 bank interest, Newsletter advert £3550 recharges for grit bins £100 Grants £2880. Donations for VE Day £3350, vat £5595
4 Staff Costs	9,035	12,814	3,779	41.83%	YES		two clerks from 25/11/2019 to 14/2/2020 outgoing clerk £9944.47, new clerk £2869.53
5 Loan Interest/Capital Repayment	3,692	3,681	-11	0.30%	NO		
6 All Other Payments	39,736	48,260	8,524	21.45%	YES		no projects this year. Payroll £165, expenses £1242, audit fees, £402, bank /loans £3716, Agricultural land £7020, garden allotments, £240, parks, £3939, cemetery £3438, BCKLWN £2176, village hall £11865, Security £427, training £270, Telephone £300, street lights, £2408, insurance £2466, S137 £20, donations £100, newsletter £2866, subs. £781, Highways £206, neighbourhood plan £3620, war memorial £43, car par £1758,vat £2473
7 Balances Carried Forward	40,021	69,810			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	40,021	69,810				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	649,810	700,238	50,428	7.76%	NO		
10 Total Borrowings	10,698	7,483	-3,215	30.05%	YES		Repayment of loan to PWLB for the village hall and old school playing field at agreed interest rate

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable