

## Explanation of variances – pro forma

Name of smaller authority: **Great Witchingham Parish Council**  
 County area (local councils and): **Norfolk**

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).

	2017/18 £	2018/19 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input. <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority ( <b>must include narrative and supporting figures</b> )
1 Balances Brought Forward	21,633	20,277				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	4,532	6,000	1,468	32.39%	YES		Agreed increase in precept due to identified increased expenditure as per budget setting process January 2018
3 Total Other Receipts	715	5,916	5,201	727.41%	YES		Donations of £5654 received for Play Area Project which commenced July 2018.
4 Staff Costs	3,992	9,532	5,540	138.78%	YES		Contracted hours increase wef April 2018 as identified at end 2018 plus excess hours reimbursed for 17/18 in line with contractual obligations
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,611	8,983	6,372	244.04%	YES		Parish partnership payments of £7000 made for award of traffic calming & village gateways
7 Balances Carried Forward	20,277	13,678			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	20,277	13,678				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	12,225	12,936	711	5.82%	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