

Explanation of variances - pro forma

Name of tender authority:
County Area (local council and parish meetings only)

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 items (except variances of less than £200);
- 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/total & votes value (Box 2).

	2020/21	2021/22	Variance	Variance	Explanation Required?	
	£	£	£	%		
1 Balances Brought Forward	71,871	88,598			NO	Automatic responses trigger below based on figures input. DO NOT OVERRWRITE THESE BOXES
2 Precept or Rates and Levies	25,958	26,800	500	1.90%	NO	Explanation from smaller authority (must include narrative and supporting figures)
3 Total Other Receipts	36,886	3,751	-33,095	89.61%	YES	Explanation of % variances from PY opening balance not required - Balance brought forward details
4 Staff Costs	2,643	3,586	962	36.40%	YES	See attached sheet 1
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	68,114	34,857	-21,187	37.74%	YES	See attached sheet 2
7 Balances Carried Forward	88,598	71,778			YES	VARIANCE EXPLANATION NOT REQUIRED TO WHY CARRY FORWARD RESERVES ARE
8 Total Cash and Short Term Investments	88,598	71,778			NO	VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments are	71,029	74,428	3,391	4.77%	NO	
10 Total Borrowings	0	0	0	0.00%	NO	

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Validation of Budget & Expenditure