

**Explanation of variances – pro forma**

Name of smaller authority: **Peterslow Parish Council**  
 County area (local councils and parishes): **Herefordshire**

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: 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).

	20x/bxx £	20x/bxx £	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	11,372	12,482					
2 Precept or Rates and Levies	8,327	9,160	833	10.00%	NO		
3 Total Other Receipts	488	64	-424	86.89%	YES		VAT refund claimed end of financial year at HMRC request
4 Staff Costs	2,828	2,564	-364	12.43%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	4,777	6,930	2,153	45.07%	YES		New parish clerk recruitment and training cost
7 Balances Carried Forward	12,482	12,212			NO		VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	12,482	12,212					VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and As	11,095	12,137	1,042	9.39%	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