

# Explanation of variances – pro forma

Name of smaller authority: **Horsham Parish Council**  
 County, area (local council) and establishment code:

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?	Explanation
1 Balances Brought Forward	7,464	8,661			NO	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES
2 Precept or Rates and Levies	2,037	2,444	407	19.98%	YES	Explanation from smaller authority (must include narrative and supporting figures)
3 Total Other Receipts	5,387	5,101	-286	5.31%	NO	Explanation of % variance from P/Y opening balance not required - Balance brought forward agrees
4 Staff Costs	0	0	0	0.00%	NO	Annual Precept amount increased to cover additional contracted grass cutting costs
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO	
6 All Other Payments	6,227	6,670	643	10.33%	NO	
7 Balances Carried Forward	3,661	9,336			NO	VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	8,661	9,336			NO	VARIANCE EXPLANATION NOT REQUIRED
9 Total Fixed Assets plus Other Long Term Investments and	8,844	8,844	0	0.00%	NO	EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES
10 Total Borrowings	0	0	0	0.00%	NO	VARIANCE EXPLANATION NOT REQUIRED

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable