

Explanation of variances – pro forma

Name of smaller authority: **Elham Parish Council**

County area, local authority and parish (meeting only): **Kent**

Invert figures from Section 2 of the A/C/G&T 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?	Explanation
1 Balances Brought Forward	59,604	37,006	-2,598	5.56%	NO	Automatic responses trigger below based on figures input, DO NOT OVERWRITE THESE BOXES
2 Precept or Rates and Levies	17,060	17,760	700	4.10%	NO	Explanation of % variance from PY opening balance not required - Balance brought forward agrees
3 Total Other Receipts	9,213	7,511	-1,702	18.47%	YES	2017/18 a grant was received from Elham Primary school for their contribution for the Speed Indicator Device
4 Staff Costs	9,286	8,204	-1,082	11.65%	NO	
5 Loan Interest/Capital Repayment			0	0.00%	NO	
6 All Other Payments	19,585	13,668	-5,917	30.21%	YES	2017/18 Elham Parish Council purchased the Speed Indicator Device. 2018/19 no Clerk salary for 4 months.
7 Balances Carried Forward	37,006	40,404	3,398	9.18%	NO	VARIANCE EXPLANATION NOT REQUIRED
8 Total Cash and Short Term Investments	37,006	40,404			YES	EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES
9 Total Fixed Assets plus Other Long Term Investments and	39,352	39,352	0	0.00%	NO	VARIANCE EXPLANATION NOT REQUIRED
10 Total Borrowings	0	0	0	0.00%	NO	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

Explanation for 'high' reserves

(Please complete the highlighted boxes.)

Box 7 is more than twice Box 2 because the authority held the following breakdown of reserves at the year end:

Earmarked reserves:	£	£	£
Churchwall	10000		
Environmental	1000		

11000

General reserve

0

Total reserves (must agree to Box 7)

11000

Variation Explanation

Elham Parish Council have ringfenced £10,000 for repairs to the Churchyard wall.