

## Explanation of variances – pro forma

Name of smaller authority: **Westoneston Parish Council**  
County area (local councils and East Sussex)

**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?	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	12,242	14,567				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	7,000	7,092	92	1.31%	NO		
3 Total Other Receipts	565	11	-554	96.05%	YES		In 2018/19 a grant of £117.00 was received from Lewes District Council & a VAT Refund of £438.90 was received from HMRC.
4 Staff Costs	1,769	1,975	275	16.18%	YES		Mrs Christine Swan MBE, who had been the Clerk since 2003, having had no increase to her salary, retired in May 2019. Her replacement resigned after a couple of months & a new Clerk was appointed wef 01/09/2019 at a salary rate appropriate for the position in 2019.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	3,540	3,831	291	8.22%	NO		
7 Balances Carried Forward	14,567	15,864				VARIANCE EXPLANATION NOT REQUIRED EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY N24 FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	
8 Total Cash and Short Term Investments	14,567	15,864			YES	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	6,273	6,273	0	0.00%	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