

Explanation of variances – pro forma

Name of smaller authority: **Three Saints parish Council**

County area (local councils and parish meetings only): **East Suffolk**

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 onwards:** 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).

	2021/22 £	2022/23 £	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	6,739	6,955				Explanation of % variance from PY opening balance not required - Balance brought forward agrees																																								
2 Precept or Rates and Levies	3,000	3,300	300	10.00%	NO																																									
3 Total Other Receipts	48	385	337	702.08%	YES		<table border="1"> <tr> <td>Additional Grants</td> <td>-£ 27.00</td> <td>No grants requested</td> </tr> <tr> <td>VAT Reclaim</td> <td>-£ 2.74</td> <td>Less purchases</td> </tr> <tr> <td>Jubilee Mugs Sales</td> <td>£ 64.00</td> <td>Sold left over jubilee mugs</td> </tr> <tr> <td>CIL Money</td> <td>£ 291.70</td> <td>Received CIL money</td> </tr> <tr> <td>Business Saver Interest</td> <td>£ 11.06</td> <td>Interest rate increased</td> </tr> <tr> <td></td> <td>£ 337.02</td> <td></td> </tr> </table>	Additional Grants	-£ 27.00	No grants requested	VAT Reclaim	-£ 2.74	Less purchases	Jubilee Mugs Sales	£ 64.00	Sold left over jubilee mugs	CIL Money	£ 291.70	Received CIL money	Business Saver Interest	£ 11.06	Interest rate increased		£ 337.02																						
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4 Staff Costs	1,794	1,961	167	9.31%	NO																																									
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO																																									
6 All Other Payments	1,038	2,040	1,002	96.53%	YES		<table border="1"> <tr> <td>Clerk's Expenses</td> <td>-£ 17.05</td> <td>Less stationery/ink cartridges required</td> </tr> <tr> <td>Hall Hire</td> <td>£ 4.80</td> <td>Extra meeting</td> </tr> <tr> <td>Insurance</td> <td>£ 20.64</td> <td>Increase</td> </tr> <tr> <td>Internal Audit Fee</td> <td>£ 20.00</td> <td>Increase</td> </tr> <tr> <td>S137 Grants</td> <td>£ 54.99</td> <td>Extra grants given</td> </tr> <tr> <td>Subscriptions</td> <td>-£ 0.39</td> <td>Increase</td> </tr> <tr> <td>Training</td> <td>-£ 25.00</td> <td>No training this year</td> </tr> <tr> <td>Maintenance</td> <td>£ 50.00</td> <td>More maintenance in village</td> </tr> <tr> <td>VAT to reclaim</td> <td>£ 98.16</td> <td>More expenditure</td> </tr> <tr> <td>CIL Money</td> <td>£ 291.76</td> <td>None received in previous year</td> </tr> <tr> <td>Vistaprint Jubilee Mugs</td> <td>£ 170.71</td> <td>Not purchased before</td> </tr> <tr> <td>Noticeboard St Peters</td> <td>£ 334.00</td> <td>New noticeboard</td> </tr> <tr> <td></td> <td>£ 1,002.62</td> <td></td> </tr> </table>	Clerk's Expenses	-£ 17.05	Less stationery/ink cartridges required	Hall Hire	£ 4.80	Extra meeting	Insurance	£ 20.64	Increase	Internal Audit Fee	£ 20.00	Increase	S137 Grants	£ 54.99	Extra grants given	Subscriptions	-£ 0.39	Increase	Training	-£ 25.00	No training this year	Maintenance	£ 50.00	More maintenance in village	VAT to reclaim	£ 98.16	More expenditure	CIL Money	£ 291.76	None received in previous year	Vistaprint Jubilee Mugs	£ 170.71	Not purchased before	Noticeboard St Peters	£ 334.00	New noticeboard		£ 1,002.62	
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7 Balances Carried Forward	6,955	6,639				VARIANCE EXPLANATION NOT REQUIRED	Noted																																							
					YES	EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES																																								
8 Total Cash and Short Term Investments	6,995	6,639				VARIANCE EXPLANATION NOT REQUIRED																																								
9 Total Fixed Assets plus Other Long Term Investments and	11,260	11,381	121	1.07%	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