

Explanation of variances – pro forma

Name of smaller authority: **Houghton Parish Council**
 County area (local councils and parish meetings only):

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

	2017/18 £	2018/19 £	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	508,276	21,540				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	9,000	9,000	0	0.00%	NO		
3 Total Other Receipts	19,672	5,966	-13,706	69.67%	YES		Increases - Bank Interest +£22/Bank compensation payments +£195. Decreases - VAT reclaim -£96/Community Benefit Fund & Interest -£222/TVBC CIL Levy -£13605. Total = -£13706
4 Staff Costs	2,429	4,111	1,682	69.25%	YES		Increase to Clerk's Salary (CILCA qualification) plus increase in hours to 7 per week from 15 per month +£1682
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	512,979	14,785	-498,194	97.12%	YES		Increases - Office expenses +£36/Audit +£50/Insurance +£80/Subscriptions +£53/Training (new councillors) +£244/street lighting +£2/Village Hall refurbishment +£1146/Traffic survey (NDP) +£240/Defibrillator +£201/Grass cutting +£100. Decreases - Grants -£350/Trees -£180/War Memorial -£1360/VAT paid -£72/s137 -£108/Legal fees -£1500/Transfer of Community Benefit fund to Charity organisation -£496776. - Total = -£498194
7 Balances Carried Forward	21,540	17,610			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	21,540	17,610			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	51,671	51,671	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