

## Explanation of variances – pro forma

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

County area (local councils and parish meetings only): **Maidstone, Kent**

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).

	2020/21 £	2021/22 £	Variance £	Variance %	Explanation Required?	Automatic responses trigger below based on figures input, <b>DO NOT OVERWRITE THESE BOXES</b>	Explanation from smaller authority (must include narrative and supporting figures)
1 Balances Brought Forward	26,577	29,988				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	26,844	27,565	721	2.69%	NO		
3 Total Other Receipts	24,572	15,820	-8,752	35.62%	YES		The Parish Council had less income for 2021/22, as in 2020/21 they received an S106 payment of £18,459.64, which would count for a loss of 'other receipts' in 2021/22. However, in 2021/22 they received a VAT reimbursement of (£9,623.11), but also had exceptional payments of key cutting (£25.00), compost for the Tanyard Green (£32.70) and litter picking gloves (£27.00). The variances, totalled thus: S106 payment of £18,459.64 less VAT of £9,623.11 = £8,836.53. £8,836.53 less payments of (£25.00 + £32.70 + £27.00) £84.70 = £8751.83
4 Staff Costs	8,890	9,091	201	2.26%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	39,115	40,938	1,823	4.66%	NO		
7 Balances Carried Forward	29,988	23,344			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	29,988	23,344				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	277,869	280,633	2,764	0.99%	NO		
10 Total Borrowings			0	0.00%	NO		

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable