

## Explanation of variances – pro forma

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

County area (local councils and parish meetings only):

Insert figures from Section 1 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).

	2017/18 £	2018/19 £	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	41,576	25,389				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	18,544	20,000	1,456	7.85%	NO		
3 Total Other Receipts	1,528	7,506	5,978	391.23%	YES		<b>Variation – increase of £5978 due to the following items:</b> Increase in Investment Interest = £8.60 Increase in VAT recovery = £2411.02 Settlement of Zurich Insurance claim for damage to lighting column = £1414 Contributions to Defibrillator at Macclesfield Forest = £2145 <b>Total £5979</b>
4 Staff Costs	6,145	7,111	966	15.72%	YES		<b>Variation - Increase of £966.12 due to the following:</b> Increased staff costs due to increase in salary from £9.237 /hr to £10.99/hr from 1st April 2018
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	30,114	15,796	-14,318	47.55%	YES		<b>Variation – decrease of £14318 due to the following items:</b> Increase in admin expenses = £88.10 Increase in Audit fees = £4 Increase in insurance costs (due to items missing from schedule) = £2026.31 Decrease in Remembrance day costs = -£25 Increase in Other Sec 137 Costs = £25.39 Decrease in Xmas Tree and Lighting Costs = -£180.56 Increase in Street Lighting Electric = £2.42 Increase in Street Lighting Repairs = £1563.50 Decrease in garden maintenance of the Pleasance = -£220 Increase in subscriptions = £21.70 Increase in room hire = £8 Increase in allotment expenses - £492 Decrease in spending on Cheshire East Local Plan = -£400 Increase in Training = £317 Decrease in Project Expenses = -£15692.69 Decrease in VAT = -£2348.63 <b>Total = -£14317.96</b>
7 Balances Carried Forward	25,389	29,988			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	25,389	29,989			NO	VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	225,070	202,717	-22,353	9.93%	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