

Explanation of variances – pro forma

Name of smaller authority: **St Albans Parish Council**
 County area (local councils and Lincolnshire

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:** 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).

	2019/20 £	2020/21 £	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	8,205	16,831					
2 Precept or Rates and Levies	8,972	7,100	-1,872	20.86%	YES		The budget process highlighted that the previous years' precept would be excessive for the intended spend in 2020/21
3 Total Other Receipts	8,394	72	-8,322	99.14%	YES		A compensation package was received from BT during the previous year due to a complaint regarding poor service
4 Staff Costs	3,368	3,038	-330	9.80%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	5,372	4,194	-1,178	21.93%	YES		An exceptional item (laptop) was purchased in the previous year and there were less expenses due to Covid-19 lockdowns
7 Balances Carried Forward	16,831	16,771				VARIANCE EXPLANATION NOT REQUIRED	
					YES	EXPLANATION REQUIRED ON RESERVES TAB AS TO WHY CARRY FORWARD RESERVES ARE GREATER THAN TWICE INCOME FROM LOCAL TAXATION/LEVIES	Due to the pandemic and a changeover in Clerk, the Council has been unable to progress the noticeboard work (£200), the defibrillator for Mount Lane (£1720) and the playground equipment refresh (£5000). Furthermore, there were no elections in the year so the £2000 reserved was not spent. This has resulted in a rise in Reserves.
8 Total Cash and Short Term Investments	16,831	16,771				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	35,404	35,691	287	0.81%	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