

Explanation of variances – pro forma

Name of smaller authority: Goodmanham Parish Council

County area (local councils and East Riding of Yorkshire

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	6,452	3,267				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	3,600	3,600	0	0.00%	NO		
3 Total Other Receipts	979	10,534	9,555	976.00%	YES		£10K Small Business Relief Grant received; VAT refund reduced by £438 due to less project activity.
4 Staff Costs	1,716	2,707	991	57.75%	YES		Increase in Clerk's Salary from £143 to £202.46 following appointment of new Clerk. Overtime payment of £396
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	6,047	4,447	-1,600	26.46%	YES		Additional project expenditure in 19-20 including £2,688 for car park works - new laptop at £655; partly offset by increase in maintenance including tree works at £750
7 Balances Carried Forward	3,268	10,247			YES	VARIANCE EXPLANATION NOT REQUIRED 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	3,268	10,247				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	9,792	10,391	599	6.12%	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

Bank reconciliation – pro forma

This reconciliation should include **all** bank and building society accounts, including short term investment accounts. It **must** agree column headed “Year ending 31 March 20xx” in Section 2 of the AGAR – and will also agree to Box 7 where the accounts are prepared on accrual and payments basis. Please complete the highlighted boxes, remembering that unpresented cheques should be entered as negative numbers.

Name of smaller authority: Goodmanham Parish Council

County area (local councils and parish meetings only): East Riding of Yorkshire Council

Financial year ending 31 March 2021

Prepared by (Name and Role): Jeremy Sherlock - Parish Clerk

Date: 05/03/2021

	£	£
Balance per bank statements as at 31/3/21:		
Business Instant Access	10,210.24	
Specialist	38.0	
		10,248.24
Petty cash float (if applicable)		-
Less: any unpresented cheques as at 31/3/21 (enter these as negative numbers)		
Cheque no 658	(1.00)	
item 2		
item 3		
item 4		
item 5		
item 6		
item 7		
item 8		
[add more lines if necessary]		
		(1.00)
Add: any un-banked cash as at 31/3/21		
		<u>10,247.24</u>
Net balances as at 31/3/21 (Box 8)		<u>10,247.24</u>