

## Explanation of variances – pro forma

Name of smaller authority: **Heytestbury Imber & Knook Parish Council**  
 County area (local councils and **Wiltshire**)

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	15,622	11,507				Explanation of % variance from PY opening balance not required - Balance brought forward does not agree, query this	
2 Precept or Rates and Levies	9,050	9,050	0	0.00%	NO		
3 Total Other Receipts	14,651	3,704	-10,947	74.72%	YES		account. This has now been corrected.
4 Staff Costs	3,921	4,122	201	5.13%	NO		
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	23,896	8,916	-14,980	62.69%	YES		One cheque issued to new bank account for a Trust account which is separate from the PC
7 Balances Carried Forward	11,506	11,223			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	11,507	11,223				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	94,051	94,269	218	0.23%	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