

Explanation of variances – pro forma

Harpenden Rural Parish Council
Hertfordshire

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

	2020/21 £	2021/22 £	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	6,993	7,856				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	5,100	5,350	250	4.90%	NO		
3 Total Other Receipts	566	231	-335	59.19%	YES		A Locality grant of £250 received in 2020/21 was not repeated in 2021/22. VAT income was also lower.
4 Staff Costs	2,420	2,810	390	16.12%	YES		The Parish Clerk was paid for some additional hours in 2021/22 in recognition of an increasing workload.
5 Loan Interest/Capital Repayment	0	0	0	0.00%	NO		
6 All Other Payments	2,383	3,053	670	28.12%	YES		Dog waste collection costs increased by £185. The locality grant of £250 received in 2020/21 was spent in 2021/22. Platinum Jubilee tree planting costs of £166 were incurred, although c£100 of this will be reimbursed by a grant in 2022/23
7 Balances Carried Forward	7,856	7,574			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	7,856	7,574				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments and	3,892	3,892	0	0.00%	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

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)