

**Explanation of variances – pro forma**

Name of smaller authority: **Tunstall Parish Council**  
 County area (local councils and Kent)

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);
- 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 ( <b>must include narrative and supporting figures</b> )
1 Balances Brought Forward	<b>33,477</b>	<b>36,761</b>				Explanation of % variance from PY opening balance not required - Balance brought forward agrees	
2 Precept or Rates and Levies	<b>17,560</b>	<b>19,850</b>	2,290	13.04%	NO		
3 Total Other Receipts	<b>3,424</b>	<b>2,620</b>	-804	23.48%	YES		£776 SBC WW1 grant for Tommy silhouette
4 Staff Costs	<b>3,925</b>	<b>7,906</b>	3,981	101.43%	YES		£3900 Increase in hours to cover increased work load
5 Loan Interest/Capital Repayment	<b>0</b>	<b>0</b>	0	0.00%	NO		
6 All Other Payments	<b>13,775</b>	<b>13,649</b>	-126	0.91%	NO		
7 Balances Carried Forward	<b>36,761</b>	<b>37,676</b>			NO	VARIANCE EXPLANATION NOT REQUIRED	
8 Total Cash and Short Term Investments	<b>36,761</b>	<b>37,676</b>				VARIANCE EXPLANATION NOT REQUIRED	
9 Total Fixed Assets plus Other Long Term Investments ar	<b>4,630</b>	<b>7,462</b>	2,832	61.17%	YES		£776 Tommy silhouette for WW1 Centenary commemorations; £1805 planters for parish
10 Total Borrowings	<b>0</b>	<b>0</b>	0	0.00%	NO		

**Rounding errors of up to £2 are tolerable**

**Variances of £200 or less are tolerable**